Ontario

Ontario's

Carrier Safety Rating

and

Commercial Vehicle Operator's

Registration System

Public Guideline

Road Safety

It starts with you

SUPPLEMENT . CORRECTION . JULY 2001

102-01698/

ONTARIO

Ministry of Transportation
Ministère des Transports

Supplement to Appendix "F"

The offences listed below will be assigned 6 points on the CVOR record if the offence occurred after January 31, 2001.

The previous point schedule will apply for offences which occurred prior to February 1, 2001.

CD_OFFENCE	Long Description	CVOR Points Feb 1, 2001	CVOR Points Prior to Feb 2001
949300304A	Drive after 120 hours on duty in 14 days	6	5
9493003020	Drive after 60 hours on duty in 7 days	6	5
9493003030	Drive after 70 hours on duty in 8 days	6	5
9493003040	Exceed 75 hours on duty time in 14 days	6	5
9493011010	Fail to carry daily logs/receipts-previous 7/14 days	6	5
9493009020	Fail to complete graph grid	6	2
9493014000	Fail to forward daily log	6	2
9493015010	Fail to keep logs/documents	6	5
9493020010	Fail to keep logs/documents	6	5
1190003000	Fail to maintain/carry log book	6	5
9493010030	Fail to make handwritten daily logs	6	5
9493020000	Fail To produce Logs/Documents	6	5
9493010020	Fail to sign and certify copy of daily log	6	2
1190004000	Fail to surrender log book	6	5
9493015030	Fail to surrender logs/documents	6	5
9493011020	Fail to surrender required documents	6	5
949300304B	Fail to take 24 hours off duty time	6	5
9493020030	FL To Produce Required Documents	6	5
1190005000	More than one daily log book	6	5

Correction to Appendix "K"

PAGE K3

The phone number in Appendix K (page K3) for the WHITBY Ontario Court of Justice should be corrected to read:
905-668-3130

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Ontario

Dear Reader:

I'm pleased to present the attached document entitled *"Ontario's Carrier Safety Rating and Commercial Vehicle Operator's Registration System Public Guideline."* This document was published to help you gain an understanding of the process normally applied when the Ministry of Transportation assigns safety ratings or applies interventions to bus and truck operators.

Carrier Safety Ratings will be of great benefit to carriers and the users of transportation services alike. They will help the business community in reaching decisions about who they will contract for transportation services. Carriers with the better ratings should enjoy a competitive advantage.

Impacted stakeholders are better able to comply with road safety programs when they understand how they work. Publications such as this one help us improve road safety.

The guideline presents issues in a question and answer format enabling the reader to quickly locate the answer to a specific question or topic of interest. A number of questions regarding Carrier Safety Ratings, Commercial Vehicle Operator's Registration (CVOR) points, violation rates, thresholds and sanctions will help carriers understand the CVOR monitoring system and how their performance as an operator is evaluated.

The document also contains many useful examples and appendices to further assist the reader's understanding of the program. Please consult the ministry's web site (*www.mto.gov.on.ca*) for future amendments, updates or additional copies of this document.

Sincerely,

David Turnbull
Minister

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For further information please contact:

Carrier Safety and Enforcement Branch
Carrier Sanctions and Investigation Office
Ministry of Transportation
301 St. Paul Street, 3rd Floor
St. Catharines, Ontario L2R 7R4

Call: 1-800-387-7736 (Ontario only)
(905) 704-2500
Fax: (905) 704-2039

This guideline provides a description of the Ministry of Transportation's Carrier Safety Rating Program and Commercial Vehicle Operator's Registration System and associated legislation and regulations.

The following information is accurate to the time of publication of this guideline. Subsequent revisions to this guideline will include updates to this information. Information in this document is subject to change without notice.

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February, 2001
REV 2A

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Background

What is the purpose of this guideline?

This guideline is intended to present in an informal manner many concepts from legislation and regulation related to the Carrier Safety Rating (CSR) Program and the Commercial Vehicle Operator's Registration (CVOR) System.

In addition to describing the relevant legislation and regulations, this guideline attempts to describe and make accessible some of the processes and calculations that may be used by the Registrar of Motor Vehicles in monitoring the safety performance of commercial vehicle operators. These tools serve to trigger the Registrar's attention to the status of an operator's safety record and for possible intervention. Please note that these processes and calculations may be subject to change.

The Registrar will continue to deal with each commercial motor vehicle (CMV) operator on an individual, case-by-case basis.

Appendix B of this guideline contains copies of selected provisions of the *Highway Traffic Act* and its regulations. These provisions are subject to change without notice to holders of this guideline.

Notes

Carrier Safety Rating

What are Carrier Safety Ratings?

A "carrier safety rating" is a public label issued by the Registrar of Motor Vehicles (Registrar) to operators of commercial motor vehicles using Ontario roadways. Ratings are assigned to both truck and bus operators (carriers), including operators based outside of Ontario. These ratings will publicly identify the on and off-road safety performance of commercial motor vehicle (CMV) operators.

The Registrar will issue one of five ratings to a carrier. The carrier safety ratings that are issued will include information contained in the carrier's safety record (e.g. accidents, convictions, vehicle inspections, and available facility audits of compliance with road safety legislation). The content of a carrier's safety record and the description of each safety rating are contained in O.Reg. 424/97, pursuant to the *Highway Traffic Act* (HTA) (See Appendix B).

Why is MTO introducing a Carrier Safety Rating (CSR) Program?

The Carrier Safety Rating Program is part of MTO's comprehensive road safety plan to improve safety on Ontario's roadways. Improving the safety of all commercial vehicles and drivers is expected to reduce fatalities and injuries and the economic costs associated with collisions. Carrier safety ratings will provide information on carrier safety performance to shippers, insurance companies, financial institutions and the public, helping them to make more informed marketplace decisions.

Carrier safety ratings will also enhance the marketability and economic competitiveness of safe Ontario carriers by enabling carriers to promote their public safety rating to potential customers and insurance companies. Carriers with poor safety records will be publicly identified and motivated to improve their safety performance and may be subject to MTO intervention or sanction.

Carrier safety ratings are implemented consistent with Standard #14 of the National Safety Code. Implementation of Ontario's Carrier Safety Rating Program will ensure Ontario carriers benefit from access to this nationally consistent safety rating program.

What is the legal authority for issuing Carrier Safety Ratings?

The legal authority to issue carrier safety ratings was established by the addition of Section 17.1 (1) and Section 22 to the *Highway Traffic Act*. Subsequently, O.Reg. 424/97 was amended to describe carrier safety ratings and the safety rating program.

What are the safety ratings?

One of the following five safety ratings may be proposed for a carrier:

- **Excellent**
- **Satisfactory**
- **Satisfactory-Unaudited**
- **Conditional**
- **Unsatisfactory**

What is a carrier's "safety record"?

A carrier's safety record largely consists of information from the carrier's CVOR record and available audits of the carrier's facilities. This includes information regarding accidents, convictions, inspections, audits, interventions, sanctions and other relevant information. The full details of the contents of the safety record are outlined in Sections 5(1) and 5(2) of O.Reg. 424/97 (See Appendix B).

What is a facility audit?

The facility audit is an important component of the MTO's highway safety program. The facility audit complements the on-highway enforcement program and provides the carrier with an educational opportunity to increase its awareness of its highway safety responsibilities.

During a facility audit, Ministry personnel will examine carrier records and documentation related to various National Safety Code components to create a profile of the carrier's safety performance. A physical inspection of vehicles may also play a major role in the audit if insufficient roadside inspections have been done to generate an acceptable random sample of vehicles. Other information may also be reviewed during an audit i.e. Canadian Agreement on Vehicle Registration (CAVR) records, payment of fees/fines and compliance with operating licenses, etc.

At the conclusion of a Ministry audit, scores will be assigned that reflect the carrier's safety performance and practices. The audit and scoring will be discussed with the Chief Executive Officer or senior official of the company.

Charges may also be laid as a result of the audit and could result in conviction points on the carrier's CVOR Record. If a carrier fails an audit, the Registrar will propose that the carrier be assigned a Conditional safety rating. If a Conditional rating is assigned, the carrier will remain at that rating for a minimum of six months.

A carrier that is rated Conditional due to a failed audit score must pass another audit to be proposed for an improved safety rating. Carriers that need to improve their audit score to move up in rating may wish to apply to the ministry for a voluntary audit, but must wait six months to do so. A score of less than 55% on either of the driver or vehicle components of the facility audit constitutes a failure. A score of greater than 80% on both the driver and vehicle profiles of a facility audit is deemed to be an Excellent audit.

A carrier can request an audit to improve its safety rating. Carriers may also request a copy of "*Your Guide to MTO's Facility Audit*", a self-audit guide intended to assist them in preparing for a Ministry enforcement audit. This manual may be obtained by calling (905) 704-2500 or 1-800-387-7736 within Ontario. Requests may also be faxed to (905) 704-2467.

Do facility audits expire?

Facility audits are eligible for consideration in determining a safety rating under the following circumstances:

- Any facility audit completed after January 1, 1999, in which the carrier achieved at least 55% on both the driver and vehicle profiles of the audit.
- Any facility audit completed after June 1, 1999, in which the carrier failed to achieve at least 55% on both the driver and vehicle profiles of the audit.
- Facility audits will not be considered for an upgrade to a Satisfactory or Excellent safety rating, if the audit was completed more than 36 months ago.

What may the Registrar consider in assigning a safety rating to a carrier?

The Registrar may also consider information other than that contained in the carrier's safety record if it is relevant to the assignment of a safety rating, including the safety record of a person or company related to/affiliated with the carrier (operator).

Please refer to Section 16 of O.Reg. 424/97 in Appendix B for further details.

How can a carrier achieve a good safety rating?

One of three safety ratings will normally be proposed for a carrier with good safety performance. Carriers with an acceptable facility audit may be eligible for an Excellent or Satisfactory safety rating. Carriers that have not been audited will be rated only on the basis of their CVOR violation rate. The highest rating a carrier without an audit may receive is Satisfactory-Unaudited. Figure 1 (Page 11) illustrates how the percentage of overall CVOR threshold (and the facility audit score where applicable) will determine the eligibility of carriers for these safety rating categories.

Excellent Safety Rating:

A carrier would normally be eligible for an **Excellent safety rating** if:

1. The carrier has at least 24 months of demonstrated operation in Ontario,
2. The carrier maintains an overall violation rate of 10% or less of overall threshold,
3. The carrier also maintains an accident violation rate of 10% or less of the accident threshold, and
4. The carrier has been audited and achieved scores of at least 80% on both the driver and vehicle profiles of a facility audit.

Satisfactory Safety Rating:

A carrier would normally be eligible for a **Satisfactory safety rating** if:

1. The carrier has at least six months of demonstrated operation in Ontario,
2. The carrier maintains an on-road performance level of 65% or less of its overall CVOR threshold, and
3. The carrier has been audited and the facility audit score is 55% or better on each of the driver and vehicle profiles.

Satisfactory-Unaudited Safety Rating:

A carrier that has not been audited would normally receive a **Satisfactory-Unaudited safety rating** provided it maintains an on-road performance level of 65% or less of its overall CVOR threshold.

When might the Registrar propose that a carrier be rated Conditional?

A carrier may be considered for a **Conditional safety rating** if any of the following circumstances occur:

- If the carrier's on-road performance level exceeds 65% of its overall CVOR threshold.
- If the carrier does not achieve at least 55% in each of the driver and vehicle profiles of a facility audit.
- Upon the expiry of a suspension or plate seizure.
- If a person or company related to/affiliated with the carrier has an on-road performance level that exceeds 65% of its overall CVOR threshold or does not achieve at least 55% in each of the driver or vehicle profiles of a facility audit.

All Conditional ratings are in effect for a minimum of six months, except when a carrier rating is proposed for a rating downgrade from Conditional to Unsatisfactory. When such a rating downgrade is proposed there are no minimum time requirements. During this time the carrier is expected to identify and improve the components of its safety performance which resulted in the assignment of the Conditional rating. Following the six-month Conditional period, the Registrar may propose a rating based on the performance of the carrier at that time.

A carrier may also be assigned a Conditional rating as the result of a failed audit. In this case, the carrier cannot improve its rating until six months has elapsed since the date of the Conditional rating assignment and the carrier passes a subsequent audit.

Figure 1
Carrier Safety Ratings and Normal Performance Levels

		ON-ROAD PERFORMANCE (Percentage of CVOR Threshold)			
		0 to 10 *	>10 to 65	>65% to 100	>100 **
AUDIT SCORE	80% to 100%	Excellent	Satisfactory	Conditional	Unsatisfactory
	55% to < 80%	Satisfactory	Satisfactory	Conditional	Unsatisfactory
	0 to < 55%	Conditional	Conditional	Conditional	Unsatisfactory
	No Audit	Satisfactory-Unaudited	Satisfactory-Unaudited	Conditional	Unsatisfactory

Notes:

* To be eligible for an Excellent safety rating, the carrier would not normally exceed 10 % of its Overall CVOR Threshold and not exceed 10 % of its Accident Threshold.

** A carrier is rated Unsatisfactory for the duration of a plate seizure, suspension or cancellation.

What rating would normally be proposed for a carrier that exceeds it's Overall CVOR Threshold?

The CVOR system monitors a carrier's safety record and brings to the Registrar's attention any carrier whose *overall violation rate* exceeds its *overall threshold* *level*. A carrier whose violation rate exceeds this threshold would normally be considered for sanction such as plate seizure, suspension or cancellation.

The carrier would also be considered for an **Unsatisfactory safety rating**. The Registrar would propose that the carrier's rating be Conditional until such time as the sanction takes effect and Unsatisfactory for the duration of the sanction. Upon the completion of the sanction period a Conditional rating will automatically apply and no rating higher than Conditional will be assigned following the sanction until at least 6 months has elapsed. The Registrar may, however, during the Conditional period following sanction, propose an Unsatisfactory rating where applicable, even though 6 months has not yet past.

What rating is proposed for a new carrier?

When a carrier applies for a CVOR, a Satisfactory-Unaudited rating is immediately proposed. The new carrier is un-rated for the first 40 days of operation while the rating is proposed and until the rating comes into effect. After six months of operation, the safety rating system automatically triggers an analysis of the carrier's safety record, and a new rating is proposed if the carrier no longer fits the Satisfactory-Unaudited profile.

Most carriers will remain Satisfactory-Unaudited for the first six months of operation. However, a carrier's safety rating may drop to Conditional or Unsatisfactory due to an accumulation of points on the CVOR record or a failed audit. Lower safety ratings will be proposed when warranted.

How can carriers dispute proposed Carrier Safety Ratings?

A carrier has the right to send to the Registrar a written dispute of its proposed safety rating to the address indicated on the safety rating letter. The written dispute may include records as well as written submissions. Such a written dispute must be submitted to the Registrar within 30 days of being notified of the proposed safety rating.

After considering all submissions and records contained in the written dispute, the Registrar will assign a safety rating. The assigned safety rating may be the one that was originally proposed or may be a different rating than the one proposed. There is no appeal from this assignment of a rating.

How will Carrier Safety Ratings be communicated to the public?

Carrier safety ratings are identified on the Public CVOR Abstract (Refer to Appendix C for an example and glossary of terms). This information can be purchased for a nominal fee from any of the following:

- ServiceOntario kiosks (See Appendix H for a list of kiosk locations)

- MTO's network of Drivers and Vehicles Offices (See Appendix J)
- Via the MTO website at www.carriersafetyrating.com.

Where can a carrier get further information on Carrier Safety Ratings?

Further information on the CSR Program can be obtained from:

Carrier Sanctions and Investigation Office
Ministry of Transportation
3rd Floor, 301 St. Paul Street
St. Catharines, Ontario
L2R 7R4

Phone: (905) 704-2500 or 1-800-387-7736 (in Ontario only)
Fax: (905) 704-2039

Additional information regarding the Carrier Safety Rating Program may be obtained by visiting the MTO web site a www.mto.gov.on.ca. Recent issues of CMV News are also available at this website address.

Notes

Commercial Vehicle Operator's Registration (CVOR)

What is the Commercial Vehicle Operator's Registration System?

The Commercial Vehicle Operator's Registration (CVOR) System is an automated monitoring system that tracks the on-road safety performance of commercial vehicle operators. This system was developed following extensive industry consultation and was first implemented by the Ministry of Transportation (MTO) in October of 1986. It has subsequently been updated and improved. Improvements include the addition of more carrier data on the operating record abstract and revised monitoring mechanisms.

Carrier monitoring systems such as the CVOR System are an integral part of the National Safety Code standards throughout Canada. Other jurisdictions also require that carriers register and report various types of information for monitoring purposes. Carriers operating in Ontario have been required to register with the MTO's CVOR Program since July of 1989. At that time, it became mandatory that persons/businesses/organizations/etc. responsible for heavy commercial vehicles register as a commercial vehicle operator.

The goals of the CVOR System are to improve safety for all users of Ontario highways and develop effective compliance strategies with emphasis on safety and protection of the highway infrastructure

Who must register for a CVOR Certificate?

Commercial carriers (operators) that operate in Ontario must register for a CVOR Certificate. Each legal entity (separate corporation/company or individual) requires one certificate. The *Highway Traffic Act* (HTA) defines an "operator" as the "person directly or indirectly responsible for the operation of a commercial motor vehicle including the conduct of the driver and the carriage of goods or passengers, if any, in the vehicle or combination of vehicles".

The carrier does not necessarily need to be the vehicle owner, but it must hold a valid CVOR Certificate when using vehicles that are leased or contracted.

For-hire carriers of goods and passengers must obtain an operating licence and Competency Certificate. Operating licenses can be obtained from the Ministry's Carrier Sanctions and Investigation Office (See Page 16 for address). Operators of buses and motor coaches may also require an operating authority under the Public Vehicles Act (PVA). Contact the Ontario Highway Transport Board (OHTB) at (416) 326-6732 for more information.

How does a carrier register for a CVOR Certificate?

To register for a CVOR Certificate, a carrier must complete a "Commercial Vehicle Operator's Registration Certificate Application/Change of Information" form (See Appendix M) that can be obtained from any Ministry Office (See Appendix J) or from:

Carrier Sanctions and Investigation Office
Ministry of Transportation
3rd Floor, 301 St. Paul Street
St. Catharines, Ontario L2R 7R4

Phone: (905) 704-2500, or 1-800-387-7736 (in Ontario only)
Fax: (905) 704-2039

The application requests information pertaining to the carrier such as type of operation, corporate officers, directors and/or shareholders, fleet size, kilometres travelled, and authorized signature. Additional documentation may be required for new applicants (e.g. corporate papers).

On receipt of the completed application form, the Ministry will mail the CVOR Certificate to the carrier. As the certificate is carrier related and not vehicle specific, only one certificate is issued. The carrier is responsible for placing a copy of the certificate in each of the commercial motor vehicles (power units) operating under that CVOR.

Presently, there is no fee associated with the original CVOR Certificate, however, there is a $5.00 replacement fee if the certificate is lost or stolen.

Which vehicles are considered part of a carrier's fleet size?

The vehicles that must be registered as part of a carrier's fleet size include all heavy commercial vehicle power units (including leased, rented and owned) having a gross weight or registered gross weight of more than 4500 kg or buses designed to carry ten or more passengers. Trailers are not counted as part of the fleet size.

Only those vehicles that normally travel in Ontario should be identified. Vehicles that travel solely outside Ontario must not be included. If the fleet size fluctuates throughout the year, the 'average' fleet size operating within Ontario must be reported.

See Appendix L for more information on calculating the adjusted fleet size.

Are any vehicles not required to be registered under CVOR?

Carriers operating the following vehicles are not required to be registered under CVOR: ambulances, fire apparatus, hearses and casket wagons, mobile cranes, motor homes, tow trucks, buses when used for personal transportation, empty vehicles operating under dealer plates or "in transit" permits, vehicles leased for not longer than 30 days for personal use, and private out of province carriers **not** operating under a Canadian Agreement on Vehicle Registration (CAVR) cab card.

☛ **Crane operators under special permit are required to apply for a CVOR Certificate as a condition of their permit.**

Whether registered under CVOR or not, all carriers must operate safely and are subject to monitoring and Ministry interventions and sanctions if non-compliant.

What information does the CVOR System monitor?

The CVOR System monitors a carrier's CVOR Record over a two-year period. This automated computer system contains information that includes:

- Carrier information (i.e. fleet size, commodity, violation rate, safety rating)
- Convictions
- Reportable accidents
- Vehicle mechanical safety inspections
- Ministry interventions (i.e. letters, interviews, audits and sanctions)

What is a CVOR Abstract?

A CVOR Abstract is a document that displays information about a carrier and that carrier's safety performance. There are three CVOR Abstracts available:

- A **Public CVOR Abstract (Level I)** which is a one page summary document available to the general public summarizing a carrier's record for a two-year period. (See Appendix C for an example and glossary of terms).
- A **Carrier CVOR Abstract (Level II)** which is only available to the carrier or their authorized agent, and includes summary data for a two-year period as well as detailed event data for accidents, convictions, and inspections for a five-year period. (See Appendix C for an example and glossary of terms).
- A **CVOR Driver Abstract** which shows accidents, convictions and inspections relating to the driver while operating a commercial vehicle only, for five years. The driver licence status and medical due date are also shown. (See Appendix C for an example and glossary of terms).

A copy of a CVOR Abstract or CVOR Driver Abstract can be obtained from:

- Any Ministry District Office (See Appendix J).
- Any ServiceOntario kiosk located across the province (See Appendix H). Note: Carrier CVOR Level II Abstracts are not available at kiosks.
- By mail from the Ministry of Transportation, Licensing Administration Office, 2680 Keele Street, Downsview, Ontario M3M 1J8.

Level I CVOR Abstracts may also be purchased over the internet at www.carriersafetyrating.com. Multiple abstracts may also be ordered by contacting the Licensing Administration Office by e-mail at LAO@mto.gov.on.ca.

Please see Appendix J for information regarding retrieval of other Ministry data.

Carriers should monitor their CVOR Record and the performance information it provides, including the carrier's violation rates, thresholds, audit scores and resulting carrier safety rating. The carrier should identify and address problem areas in order to improve its commercial vehicle safety performance.

What events appear on a Carrier CVOR Abstract?

Accidents, convictions and inspections appear on a Carrier CVOR Abstract (Level II) in the following ways:

Accidents

Reportable accidents are received by MTO from the police (Ministry of the Solicitor General). A "reportable accident" under the HTA involves damage over $1,000 and/or personal injury.

Accidents are assigned points based on the severity of the accident as denoted by codes and other information on the Motor Vehicle Accident Report (See Appendix E for an example). The codes represent information regarding improper driver action and/or condition and vehicle condition. The report may also include written information on charges laid. Accidents where no improprieties or vehicle defects are noted on the police report appear on the carrier's CVOR Record but do not incur points (i.e. zero pointed). Accidents reported at a Collision Reporting Centre (self-reporting) are also included on the carrier's record but do not incur points.

Table 1 on Page 20 illustrates the Accident Weighting Table used by the Ministry to assign accident points. Refer to Appendix E for information on accident prevention.

Convictions

An officer may lay a charge against a driver or carrier. Convictions resulting from charges are recorded on the carrier's CVOR Record with point values based on safety severity. Refer to the Conviction Code Table in Appendix F for points assigned to particular convictions.

Inspections

An officer may conduct a mechanical inspection of a commercial vehicle. Inspections are conducted according to the Commercial Vehicle Safety Alliance (CVSA) standards, a standard applied by all jurisdictions across North America. Appendix G provides a sample Commercial Vehicle Inspection Report (CVIR) and an explanatory template. Vehicle defects that do not meet the minimum standard are considered out-of-service (oos).

When defects exceed the critical defect criteria as defined in O.Reg. 512/97 of the HTA, impoundment of the vehicle may occur. Impoundment of a commercial vehicle does not incur additional points on the CVOR Record. However, this event does appear on the CVOR Record and could result in the carrier being recommended for intervention.

Prior to June 1999, only inspections with out-of-service defects were recorded on the CVOR Record. However, since June 1999, all inspections performed by an officer either on-road (Level 1 Inspection) or at a carrier's place of business (Level 5 Inspection) are now recorded on the CVOR Record. This includes "passed" inspections, as well as those with defects and defects that are out-of-service. Only inspections after June 1999, both passed and failed, are included in the calculation of a carrier's inspection violation rate noted on the CVOR System or its abstract.

Facility Audits

The results of an audit of a carrier's compliance with safety-related legislation and regulations will be recorded on its CVOR Record. Audits conducted at the request of the carrier will be noted as such on the record.

Ministry Interventions and Sanctions

Ministry interventions and sanctions include disciplinary letters sent to the carrier, interviews, audits, and sanctions of fleet limitation, seizure of plates, suspension and/or cancellation of the carrier's operating privileges.

How are accident points assigned to a carrier's CVOR?

The public and government expect that drivers of commercial motor vehicles are well trained and experienced professionals who strive to:

- Make allowances for the skill level or improper practices of other drivers sharing the road.
- Adjust their own driving to compensate for unusual weather, road and traffic conditions, and are not drawn into an accident by the unsafe actions of pedestrians and other drivers.
- Know when it is necessary to slow down, stop, or yield their right-of-way to avoid involvement in an accident.
- Ensure the vehicle is in safe operating condition.

Accidents are pointed based on the accident severity (property damage, personal injury or fatal injury) and impropriety (vehicle defect, driver action, driver condition) noted on the Motor Vehicle Accident Report completed by an officer. Refer to Appendix E for a sample Motor Vehicle Accident Report and Template.

Accidents where there were no impropriety or vehicle defects appear on the carrier's CVOR record but are not weighted. The zero weighting of accidents does not necessarily free the carrier from responsibility for these events. The fact that accidents occur should be seen as an indicator of the need for a comprehensive review of the carrier's Accident Prevention Program. Refer to Appendix E for an Accident Prevention Manual that may be useful in assessing accidents.

The following table assists in identifying point values assigned for accidents.

Table 1
Accident Weighting Table

SEVERITY	No IMPROPRIETY Factor = 0	One or more IMPROPRIETY No Charges Factor = 2	One or more IMPROPRIETY and Charge(s) Factor = 4
Property Damage Factor = 1	0	2	4
Personal Injury Factor = 2	0	4	8
Fatal Injury Factor = 3	0	6	12

How are conviction points assigned to a carrier's CVOR?

Convictions are pointed as per the Conviction Code Table (See Appendix F). Safety related convictions are assigned a weighted value. Administrative related convictions appear on the CVOR record but are weighted at zero.

How are inspection points assigned to a carrier's CVOR?

Safety inspections are assigned one point for each out-of-service (oos) defect to a maximum of two out-of-service defects per vehicle unit and a maximum of eight points per inspection. The out-of-service rate is established based on the number of inspections with out-of-service defects out of total inspections conducted over a 24-month period. There is also an additional point assigned for each 10% that the carrier is above the out-of-service rate standard. The out-of-service rate standard is indicated on the second page of the carrier's CVOR Abstract. See Appendix C for a sample Carrier CVOR Abstract (Level II) and alphabetical glossary.

A minimum of two inspections are required to calculate the carrier's inspection violation rate.

Note: **The CVOR System only considers inspections conducted after June 1, 1999.**

How does the CVOR System evaluate a carrier?

The CVOR System evaluates a carrier based on the events in its CVOR Record, including accidents, driver and carrier convictions, CVSA inspections and detentions, and the results of facility audits.

The first step in evaluating a carrier is to assess its on-road performance based on three separate safety indicators. These are the carrier's:

- Accident points per vehicle per month (accident violation rate).
- Safety-related conviction points per vehicle per month (conviction violation rate).
- Points on vehicle inspections per vehicle unit inspected (inspection violation rate).

The violation rates in each category are compared against the threshold values listed in Appendix D (Table of Threshold Values) to determine the Percentage of Threshold. This is a measure of the carrier's performance in each of these categories. For an example of these calculations, see Appendix L.

The Percentage of Threshold in each category is combined in a weighted average to arrive at an Overall Percentage of Threshold. Accidents are recognized as a key indicator of road safety and are, therefore, weighted at double the severity of convictions and inspections and given more importance in the overall percentage of threshold (See Appendix L for a sample calculation).

How does the CVOR System trigger interventions and sanctions?

The CVOR System automatically triggers a carrier for review when poor performance is identified, based on a carrier's overall violation rate as a percentage of its overall CVOR threshold.

Predetermined intervention stages have been established at which point carrier interventions or sanctions will be considered. When one of these stages is reached, a detailed analysis is conducted by Ministry staff to verify the carrier's profile information and the appropriateness of the type of intervention being considered (warning letter, interview, audit, etc.).

Other triggering methods may be used to bring a carrier to the Ministry's attention such as significant incidents (e.g. impoundments or wheel separations, unpaid fines, or habitual non-compliance).

☛ **The Registrar may evaluate any non-safety events that come to his/her attention and take appropriate action.**

All interventions and sanctions concerning a carrier's CVOR Record are directed towards the corporate officer or senior official of the company. In this way, the individual who has control and accountability for the carrier's operation should be aware of the Ministry's concerns regarding its safety performance and will take the necessary steps to improve. This approach has proven very successful in improving carrier performance. Over 80% of carriers that are subject to an intervention improve their record to an acceptable standard.

What are sanctions?

A sanction is the most severe disciplinary measure that may result in a fleet limitation, plate seizure, or suspension or cancellation of a carrier's operating privileges. As part of the sanction process, the carrier will have an opportunity to show cause as to why the sanction should not be imposed.

Possible sanctions include the following:

Fleet Limitation	A restriction on the number of commercial vehicles a carrier may operate within Ontario during the sanction period.
Plate Seizure	An order by the Registrar to seize the permit and number plates issued by jurisdictions outside Ontario from vehicles operating in Ontario for a period of time defined by the Registrar.
Suspension:	A suspension of the carrier's operating privileges and/or seizure of Ontario issued plates or permits that applies to all commercial motor vehicles and trailers under the carrier's control for a period of time defined by the Registrar.
Cancellation:	A cancellation is a permanent suspension of a carrier's operating privileges that applies to all commercial motor vehicles and trailers under the carrier's control. The CVOR Certificate is permanently cancelled.

☛ **Sanctions may also result in a carrier receiving an Unsatisfactory safety rating.**

How are sanctions applied to non-compliant carriers?

Carriers that exceed 100% of their overall CVOR threshold may receive a Notice of Sanction. The corporate officer or senior official of the company is given the opportunity to show cause to the Registrar or Deputy Registrar of Motor Vehicles as to why its commercial vehicle operator privileges in Ontario should not be revoked, suspended or limited. A summary of the information that is available to the Registrar/Deputy Registrar is included with the Notice of Sanction together with the safety rating letter that the carrier receives prior to the meeting. This may include a Carrier CVOR Abstract (Level II), listing of outstanding unpaid fines, incident reports and a Ministry analysis of the carrier's safety performance.

Sanctions that have been ordered may be appealed to:

Licence Appeal Tribunal
12th Floor, 1 St. Clair Avenue West
Toronto, Ontario M4V 1K6

Phone: (416) 325-0209
1-800-255-2214 (within Ontario)

How does a carrier report CVOR changes/discrepancies?

Under Section 18(1) of the HTA, changes to corporate officers (officers, directors or partners), carrier name or address must be reported to the Ministry within 15 days. Changes to shareholders should also be reported.

Section 18(2) of the HTA requires that changes to fleet size or kilometres travelled must also be reported to the Registrar. A fleet size change that increases or decreases a carrier's fleet size by more than 20% must be reported within 15 days or within 15 days of receiving a request from the Registrar for this information (See Appendix B - Section 6(1) of O.Reg. 424/97). Changes to kilometres travelled must also be reported to the Registrar within 15 days of a request for this information (See Appendix B - Section 7(1) of O.Reg. 424/97). **Failure to do so could result in charges being laid against the carrier.**

Other changes of information should also be reported to ensure the accuracy of carrier information such as commodity carried, no longer operating, etc. A new certificate will **only** be issued for changes to the carrier name. All name changes require proper and legal supporting documentation.

Corporate Officers/Directors/Shareholders
If there is a change of corporate officers, directors and/or shareholders, the carrier must complete the 'Commercial Vehicle Operator's Registration Certificate Application/Change of Information' form (See Appendix M) and forward it to the Ministry.

Fleet Size/Km Travelled

If there is a change in fleet size or kilometres travelled, the carrier must complete the 'Commercial Vehicle Operator's Registration Certificate Application/Change of Information' form (See Appendix M) and forward it to the Ministry. The information can be faxed or mailed to the address noted on Page 16.

Information pertaining to kilometres travelled within Ontario and double-shifted vehicles are converted to a percentage factor to adjust the carrier's fleet size to more accurately reflect the carrier's exposure on highways in Ontario. This factor is also used by the Ministry for establishing a carrier's threshold (See Appendix L for calculation of adjusted fleet size).

☛ **Changes to your fleet size are not automatically captured through the province's Vehicle Registration System, e.g. licence plate renewal, permit purchase or deletion.**

Name/Address

Changes of name or address for individual (not corporations) can be made at your local MTO Drivers and Vehicles Office through the Vehicle Registration System if the person making the change owns an Ontario plated vehicle. A corporation must contact the Licensing Administration Office at 2680 Keele Street, Downsview, Ontario M3M 1J8, or phone (416) 235-2999 to change the name on vehicle permits. This will allow the issuance of new vehicle permits. If you are not the owner of the vehicles or the vehicles are registered in a jurisdiction other than Ontario, please contact the Carrier Sanctions and Investigation Office (See Page 16) for more information.

☛ **A new CVOR Certificate is not issued for a change of address.**

What CVOR documentation must be produced at the roadside?

The CVOR Certificate identifies the carrier and contains a unique nine-digit identification number. A copy of the certificate must be carried in each commercial motor vehicle operated under the CVOR and surrendered, upon request, to an MTO Enforcement Officer or police officer for inspection purposes.

Out of Province

For a commercial motor vehicle registered in another jurisdiction operating in Ontario and where the carrier is not required to register for a CVOR Certificate, the motor vehicle permit for that vehicle may be substituted for a CVOR Certificate. All vehicles registered in Ontario, prorated into Ontario and for-hire carriers are required to register for CVOR Certificates.

Lease/Contract

Where a lease or contract is involved, the lease or contract must identify the vehicle and the lessee's CVOR number. Documented proof of the lease or contract must also be carried in the vehicle. If the vehicle is being leased for personal use only, for less than 30 days, no CVOR Certificate is required.

An Owner/Driver operating under contract with a licensed carrier is not considered to be a licensed carrier and is therefore required to obtain an Owner/Driver or Single/Source Authority. In this situation, the Owner/Driver is still required to obtain their own CVOR Certificate, but they operate under the CVOR number of their contractual employer.

Threshold Values

What is a carrier's threshold?

The allowable points for a given adjusted fleet size within a sliding two-year window is called a carrier's threshold (See Appendix D for the Table of Threshold Values). The overall threshold combines three individual thresholds: accident threshold, conviction threshold and inspection threshold. These individual thresholds are shown on Page 2 of the Carrier CVOR Abstract (Level II) (See Appendix C).

The percentage of travel within Ontario and double shifting of vehicles is factored into the adjusted fleet size used to determine a carrier's threshold.

How were the performance measures in the CVOR System developed?

The Ministry analysed the on-road safety performance of a large sample of carriers operating in Ontario during the two-year period from September 1995 until October 1997. Accident rates and safety related conviction rates for each carrier were plotted and compared for carriers of varying fleet size, resulting in a standard that identifies unacceptable levels of performance. A similar standard was developed for vehicle inspection performance based on frequency of inspection.

The data showed that violation rates for accidents and convictions decline as fleet size increases, and that the violation rate for inspections also decreases with the number of vehicles inspected. Therefore, individual events have a greater impact on the safety performance of smaller operators.

Through extensive consultation with industry groups, it was agreed that the performance curve for small carriers (those with an "adjusted fleet size" of 25 commercial motor vehicles or less) would follow the curve generated by the original data set. It was also agreed to set a flat line threshold for large carriers (those with an "adjusted fleet size" of 26 commercial motor vehicles or more). These curves define an individual carrier's threshold. See Appendix D for the Table of Threshold Values.

An overall performance level or threshold was established for each carrier by weighting the accident, conviction and inspection performances in the ratios of 2:1:1. In other words, accidents are given double the weight of convictions and inspections in determining an operator's overall violation rate (performance level).

See Appendix L for the threshold formulas and sample calculations of adjusted fleet size, violation rates, and percentages of threshold.

Violation Rates

How does the CVOR System monitor violation rates?

The CVOR System calculates the carrier's violation rates for accidents and convictions based on the total number of points per vehicle per month and inspections based on points per vehicle units inspected over a 24-month moving window. These individual thresholds are combined with accidents weighted double to convictions and inspections.

As new events and points are recorded, events and points older than 24 months drop off. The formula is based on a 24-month period or the number of months since the carrier became a CVOR Certificate holder, whichever is less. The violation rate is converted to a percentage and compared to the carrier's threshold. Appropriate Ministry interventions and sanctions are triggered by the CVOR System if a carrier reaches various levels of its threshold.

☛ **The Registrar may use discretionary power to intervene in cases not triggered by the automated system.**

What may happen to a carrier with an unacceptable violation rate?

The following disciplinary interventions and sanctions will be triggered by the CVOR System when a carrier's violation rate rises to an unacceptable level. However, this does not preclude the Registrar from intervening earlier if action is considered appropriate.

Warning Letter
A warning letter is triggered if a carrier's overall violation rate exceeds ***35%*** of its overall CVOR threshold.

Facility Audit
An audit is triggered if a carrier's overall violation rate exceeds ***65%*** of its overall CVOR threshold. Audits may also be conducted for other reasons, such as a severe accident or accident rate, impoundment, wheel separation or an excessive out-of-service rate on inspections. An interview may be considered at this stage instead of an audit.

Interview
An interview is triggered if a carrier's overall violation rate exceeds ***80%*** of its overall CVOR threshold. An audit may be considered instead of an interview at this stage.

Sanction
A review of a non-compliant carrier is triggered if a carrier's overall violation rate reaches ***100%*** of its overall CVOR threshold.

☛ **The CVOR System will normally trigger interventions and sanctions at the levels noted above. However, the Registrar may intervene at any time that is considered appropriate.**

Safety Ratings will be appropriately assigned based upon these levels.

Appendix A - Glossary of Terms

Abstract
A record of carrier identification and performance data.

Action Plan/Commitments
Document prepared by the carrier setting out measurable compliance related activities that a carrier agrees to undertake following a ministry intervention.

Adjusted Fleet Size
The number of commercial motor vehicles operated in Ontario by a carrier, plus any double shifted commercial motor vehicles and then reduced to account for the percentage of travel within Ontario.

Cab Card
A vehicle permit issued by a Canadian jurisdiction, which allows travel into other Canadian jurisdictions. This is considered an Ontario permit for out-of-province operators.

CAVR
Canadian Agreement on Vehicle Registration under which a province issues a cab card that enables a carrier to prorate its vehicle registration fees between the provinces which it operates.

Cancellation
The Registrar of Motor Vehicles may cancel the CVOR Certificate, the number plate and plate portion of vehicle permits and operating privileges of a carrier.

Cancellation Order
Informs the carrier that the Registrar of Motor Vehicles has cancelled his/her permits and plates [illegible]/or CVOR Certificate, plate portion of permits and operating privileges.

Carrier
Also referred to as the "operator". The individual/company responsible for the operation of a commercial motor vehicle including the conduct of the driver, the carriage of goods or passengers, and the vehicle or combination of vehicles operating on Ontario's roadways.

Carrier CVOR Abstract (Level II)
A detailed history of a carrier's performance including a summary of performance over the previous 24-month period, accessible only by the carrier or an authorized agent of the carrier. Details of accidents, convictions and inspections over the previous five years are also included.

Commercial Motor Vehicle (CMV)
A commercial motor vehicle includes a truck or highway tractor with a gross weight or registered gross weight of more than 4500 kg or a bus with a seating capacity for ten or more passengers. Exceptions are noted in Section 16(1) of the *Highway Traffic Act*.

Commercial Vehicle
Includes commercial motor vehicles and the trailers they may tow.

Commercial Vehicle Inspection Report (CVIR)
An inspection report completed by an enforcement officer or police officer of a complete mechanical inspection of a commercial vehicle (i.e. a Level 1 or Level 5 inspection). This inspection usually takes place on road, at a truck inspection station or at the carrier's place of business. Safety defects, if any, are reported on this form.

Commercial Vehicle Operator's Registration (CVOR) System
An automated computer system that monitors the on-road performance of all carriers utilizing Ontario roadways.

Commercial Vehicle Operator's Registration (CVOR) Certificate
A Commercial Vehicle Operator's Registration (CVOR) Certificate is issued when a carrier is registered in the Ministry of Transportation CVOR System as a carrier. A copy of the certificate must be carried in each commercial motor vehicle operated under that CVOR.

Commercial Vehicle Safety Alliance (CVSA)
Commercial Vehicle Safety Alliance (CVSA) is an international organization comprised of representatives from Canada, the U.S., Mexico and Puerto Rico. This agreement provides uniform vehicle inspection criteria across North America.

Competency Certificate
It is a condition for holding an operating licence that the carrier, or an employee of the carrier hold a Competency Certificate documenting that he or she has passed a qualifying examination.

Conviction
A finding of guilt on charges by a court of law.

CVOR Driver Abstract
A summary of a driver's performance while operating commercial motor vehicles over the previous five year period including moving and non-moving violations, accidents and inspections.

Deputy Registrar of Motor Vehicles
The Deputy Registrar of Motor Vehicles appointed under the *Highway Traffic Act* and designated by the Registrar of Motor Vehicles to act on his/her behalf.

DGTA
Dangerous Goods Transportation Act. The DGTA provides legislation for the movement of dangerous goods by commercial vehicles in Ontario and for the identification, certification and handling of dangerous goods.

Dispute
For the purposes of this document, a dispute is a written response that a carrier may file with the Registrar within 30 days of notice of a proposed carrier safety rating.

Double-Shifted
A vehicle operated by two individual drivers, who have separate shifts consisting of a minimum of 8 consecutive hours each, in a 24-hour period on a regular basis. The carrier must have sufficient drivers and supporting logs/time records to qualify for double shift status.

Event
Accidents, convictions and inspections involving commercial vehicles that are monitored by the CVOR System.

Facility Audit
A facility audit is a structured review of a carrier's books and records to determine compliance with the National Safety Code and related statutes and regulations. It includes a review of the driver and vehicle records and may include the mechanical inspection of vehicles.

Fleet Limitation
A sanction imposed by the Registrar limiting the number of commercial vehicles that a carrier may operate within Ontario during the period of a sanction. Every vehicle operated within Ontario during a fleet limitation must be accompanied by an original fleet limitation certificate issued by the Registrar.

Total Ontario Fleet Size
Total number of commercial motor vehicles normally operated by a carrier in Ontario.

HTA
Highway Traffic Act with its regulations governs such things as vehicle registration, driver licensing, vehicle equipment, vehicle safety inspection, weight, length and height of vehicles/load, security of loads, school buses, Commercial Vehicle Operator's Registration, Registrar of Motor Vehicle sanctions, hours of work and retention of records.

Hours of Work
Regulated driving and on-duty hours for a driver of a commercial motor vehicle.

ICON
Integrated Court Offences Network including the Outstanding Payments Update Listing that provides a listing of unpaid fines. This is produced by the Courts, Ministry of the Attorney General.

Intervention(s)
A number of disciplinary actions that may be imposed on a carrier. These include, but are not limited to a warning letter, an interview, a facility audit, and/or a sanction.

Interview
A Registrar's intervention conducted by Ministry staff where a carrier is invited to attend and discuss their non-compliance and that may include the development of an action plan for improvement.

LAT
The Licence Appeal Tribunal (LAT) is a tribunal that hears carrier appeals of sanction decisions made by the Registrar of Motor Vehicles. Formally known as the Licence Suspension Appeal Board (LSAB).

MVIS
(Motor Vehicle Inspection Station) - An inspection station authorized by the ministry to inspect vehicles for certification of mechanical fitness and issuance of annual inspection stickers and Safety Standards Certificates (SSC).

MVTA
Motor Vehicle Transport Act (Canada). Federal legislation governing carriers that have occasion to operate outside of Ontario.

National Safety Code
A series of safety related performance standards that are national in scope and designed to promote the safe operation of commercial motor vehicles, many of which have been incorporated into the *Highway Traffic Act* and its regulations.

Notice of Appeal
A notice filed by a carrier to the Licence Appeal Tribunal (LAT) to appeal a decision made by the Registrar of Motor Vehicles.

OHTB
Ontario Highway Transport Board is the board that oversees and issues licenses to bus operators.

Operating Licence
A licence issued to operate commercial vehicles on a for-hire basis under the MVTA, TTA or PVA.

Operator
See definition of "Carrier".

Owner/Operator
A person who owns a commercial motor vehicle that sub-contracts their services to a licensed carrier.

Prorate
The allocation of vehicle registration fees to multiple jurisdictions.

PVA
Public Vehicles Act. The PVA provides legislation for the movement of for-hire buses within the province.

Public CVOR Abstract (Level I)
A one-page summary of a carrier's performance over the previous 24-month period, accessible by the general public.

Recognized Authority
Authority granted by the Ministry that allows a carrier to test their drivers for commercial licenses.

Registrar
The Registrar of Motor Vehicles

Safety Record
A record kept and obtained by the Registrar relating to a carrier or related carrier that is normally considered in issuing sanctions and must be considered by the Registrar in issuing a safety rating.

Sanction
A sanction is the most severe disciplinary measure that may result in a fleet limitation, plate seizure, or suspension or cancellation of a carrier's operating privileges.

Team Drivers
Two drivers driving the same vehicle for a period wherein each driver drives the vehicle for a minimum of 10 hours.

Threshold
The standard measured in points per vehicle per month or in points per vehicle unit inspected against which a carrier's performance is measured. The threshold represents 100% of a carrier's allowable violation rate based on industry performance data.

TTA
Truck Transportation Act. Ontario legislation governing the licensing of for-hire carriers that carry on business within Ontario.

TIS
Truck Inspection Station

Violation Rate
Is a measure of a carrier's safety performance as compared to their threshold and expressed as a percentage of threshold.

Warning Letter
A letter that may be sent by the Registrar to a carrier when its violation rate is above an acceptable percentage of its threshold.

Notes

Appendix B – Legislation

Highway Traffic Act

Legislation Regarding
Commercial Vehicle Operator's Registration and Carrier Safety Ratings

Note: Not an official version

16. (1) ***Definitions***

In this section and in sections 17 to 23, "commercial motor vehicle" does not include,

(a) a commercial motor vehicle, other than a bus, having a gross weight or registered gross weight of not more than 4,500 kilograms, an ambulance, a fire apparatus, a hearse, a casket wagon, a mobile crane, a motor home, or a vehicle commonly known as a tow truck.

(b) a commercial motor vehicle leased for no longer than thirty days by an individual for the transportation of goods kept for that individual's personal use or the gratuitous carriage of passengers,

(c) a commercial motor vehicle operated under a permit and number plates issued under a regulation made under clause 7(24)(g) or (h) that is not transporting passengers or goods,

(d) a commercial motor vehicle operated under the authority of an In-Transit permit, and

(e) a bus that is used for personal purposes without compensation;

"CVOR certificate"
means a Commercial Vehicle Operator's Registration Certificate issued under this Act;

"operator"
means the person directly or indirectly responsible for the operation of a commercial motor vehicle including the conduct of the driver of and the carriage of goods or passengers, if any, in the vehicle or combination of vehicles;

"owner-driver authority"
means an owner-driver authority used under the *Truck Transportation Act*.

"safety record"
means the safety record of an operator determined in accordance with the regulations.

"single-source authority"
means a single source authority issued under the *Truck Transportation Act*.

16. (2) ***CVOR certificate required***

No person shall drive or operate a commercial motor vehicle on a highway unless the operator is the holder of a CVOR certificate that is not under suspension.

16. (3) ***Documents to be carried***
Every driver of a commercial motor vehicle shall carry the original or a copy of,

(a) the CVOR certificate issued to the operator of the vehicle;

(b) the lease of the vehicle meeting the requirements of subsection (5) if it is a leased vehicle; or

(c) the applicable contract or the notice thereof, as filed with the Ministry, meeting the requirements of subsection (5) if the vehicle is operated under an owner-driver authority or single-source authority,

and where the operator has been issued fleet limitation certificates, a fleet limitation certificate.

16. (4) ***Documents to be surrendered***
Every driver of a commercial motor vehicle shall, upon the demand of a police officer, surrender for inspection the documents that are required under subsection (3) to be carried.

16. (5) ***Lease or contract***
Every lease, contract or notice of contract carried under subsection (3) shall clearly identify the vehicle involved, the parties thereto and their addresses, the operator of the vehicle and the operator's CVOR certificate.

16. (6) ***Deemed operator***
A commercial motor vehicle operated under the authority of an owner-driver authority or single-source authority shall be deemed to be operated by the person or partnership that contracted with the holder of the licence.

16. (7) ***Substitution for CVOR certificate***
For a commercial motor vehicle, for which an Ontario permit is not in force and which bears number plates from and is registered in another province or state, the motor vehicle permit may be substituted for a CVOR certificate for the purposes of subsections (2) and (3) if the operator of the commercial motor vehicle is not the holder of a CVOR certificate.

17. (1) ***CVOR certificates issued by Registrar***
The Registrar shall issue a CVOR certificate to every person who applies therefor in the prescribed form and meets the requirements of this Act and the regulations.

17. (2) ***Refusal to issue***
The Registrar may refuse to issue a CVOR certificate to an applicant if the Registrar has reason to believe, having regard to the applicant's safety record and any other information that the Registrar considers relevant, that the applicant will not operate a commercial motor vehicle safely or in accordance with this Act, the regulations and other laws relating to highway safety.

17. (3) ***Same***
The Registrar may refuse to issue a CVOR certificate to an applicant if the applicant is related to,

(a) a person whose CVOR certificate has been cancelled, is or has been under suspension or is or has been subject to a fleet limitation;

(b) a person whose CVOR certificate suspension, cancellation or fleet limitation is under appeal; or

(c) a person who the Registrar has reason to believe, having regard to the person's safety record and any other information that the Registrar considers relevant, will not operate a commercial motor vehicle safely or in accordance with this Act, the regulations and other laws relating to highway safety.

17. (4) ***Interpretation***
An applicant is related to a person for the purpose of subsection (3) if,

(a) the applicant and the person are related individuals;

(b) either the applicant or the person is a partner of the other or was a partner of the other or they have or have had partners in common;

(c) either the applicant or the person, directly or indirectly, controls or controlled or manages or managed the other; or

(d) the applicant and the person have or have had common officers or directors or they are or have been controlled, directly or indirectly, by the same shareholders.

17. (5) ***Conditions***
The Registrar may issue a CVOR certificate subject to any terms and conditions set out in the regulations that the Registrar considers appropriate.

17. (6) ***One certificate only***
No person, alone or in partnership, is entitled to hold more than one CVOR certificate.

17. (7) ***Not transferable***
A CVOR certificate is not transferable.

17.1 (1) ***Safety Ratings***
The Registrar shall assign a safety rating to every operator in accordance with the regulations.

17.1 (2) ***Notice of rating to operator***
Where the Registrar proposes to assign a safety rating to an operator for the first time or to change an operator's safety rating, he or she shall notify the operator of the proposed rating by regular mail sent to the operator's latest address appearing on the records of the Ministry.

17.1 (3) ***Same***
A notice under subsection (2) shall be deemed to have been received on the fifth day after it was mailed unless the person to whom notice is given establishes that the person did not, acting in good faith, through absence, accident, illness or other cause beyond the person's control, receive the notice.

17.1 (4) ***Operator may dispute first or changed rating***
An operator may, within 30 days after being notified under subsection (2), submit to the Registrar documents, records and written submissions that may show cause why the Registrar should not assign the proposed safety rating to the operator.

17.1 (5) ***Registrar to confirm or change safety rating***
Upon the expiration of the 30 – day period referred to in subsection (4) and consideration of any documents, records and submissions submitted under that subsection the Registrar shall assign to the operator the proposed safety rating or a different rating.

17.1 (6) ***Written hearing***
Despite the *Statutory Powers Procedure Act*, the Registrar shall consider the matter under subsection (5) by means of a written hearing unless the Registrar agrees to an oral or electronic hearing.

17.1 (7) ***Parties, Privacy***
The Registrar and the operator whose safety rating is under dispute are the only parties to the hearing and, unless they otherwise agree, the hearing shall be closed to the public.

17.1 (8) ***No appeal***
The safety rating assigned by the Registrar is final and binding and there is no appeal therefrom.

17.1 (9) ***Available to the public***
The Registrar shall make the safety ratings of operators available to the public in the manner that the Registrar considers appropriate.

17.1 (10) ***Protection from personal liability***
No action or other proceeding for damages shall be instituted against the Registrar or any employee of the Ministry for any act done in good faith in the execution or intended execution of a duty under this section or for any alleged neglect or default in the execution in good faith of a duty under this section.

17.1 (11) ***Crown not relieved of liability***
Despite subsections 5(2) and (4) of the *Proceedings Against the Crown Act*, subsection (10) does not relieve the Crown of liability in respect of a tort committed by a person mentioned in subsection (10) to which it would otherwise be subject.

18. (1) ***Holder to report change of name or address***
Every holder of a CVOR certificate shall notify the Registrar in writing within 15 days after any change in the holder's name or address or, where applicable, the persons constituting the officers, directors or partners of the holder, of the change made.

18. (2) ***Holder to report change in fleet size***
Every holder of a CVOR certificate shall notify the Registrar of any change in the holder's commercial motor vehicle fleet size or in the total distance travelled by the commercial motor vehicle fleet in a specified period, in accordance with the regulations.

19. ***Person deemed to be operator***
In the absence of evidence to the contrary, where there is no CVOR certificate, lease or contract applicable to a commercial motor vehicle, the holder of the plate portion of the permit for the vehicle shall be deemed to be the operator for the purposes of sections 18 and 20.

20. (1) ***Retaining lease or contract***
Every person who gives up possession of a commercial motor vehicle under a lease or contract shall retain a copy of the lease or contract in the person's place of business for a period of one year after the termination of the lease or contract.

20. (2) ***Contravention of subsections 16(2) or 47(8)***

A police officer who has reason to believe that a commercial motor vehicle is being operated in contravention of subsection 16(2) or 47(8) may,

(a) detain the vehicle at any location that is reasonable in the circumstances, and

(b) seize the permits and number plates for the vehicle,

until the vehicle can be moved without a contravention of the Act occurring.

20. (3) ***Permit suspended***

Every permit seized under subsection (2) shall be deemed to be under suspension for the purposes of section 51 while it is in the custody of the officer seizing it.

20. (4) ***Lien***

The costs incurred in detaining a vehicle under subsection (2) are a lien on the vehicle, which may be enforced in the manner provided under Part III of the *Repair and Storage Liens, Act*.

20. (5) ***Court application***

The person entitled to possession of a vehicle that is detained or the permits or plates of which are seized under subsection (2) may apply to the Ontario Court (General Division) for an order that the vehicle be released or the permits and plates returned, as the case may be.

20. (6) ***Security***

On an application being made under subsection (5), the Court may make the order applied for on condition that a security, for the payment of any fine imposed, in the amount that is determined by the Court but not exceeding $5,000 be deposited with the Court.

20. (7) ***Return of security***

Every security deposited under subsection (6) shall be returned,

(a) upon final acquittal under all charges arising in connection with the seizure or detention;

(b) where a charge is not laid within six months, after the seizure or detention, on the expiration of the six-month period; or

(c) upon a conviction arising in connection with the seizure or detention, after withholding the amount of the fine.

21. (1) ***Offence***

Every person who contravenes subsection 16(3) or (4), section 18 or 20 or a regulation made under section 22 is guilty of an offence and on conviction is liable to a fine of not more than $500.

21. (2) ***Penalty***

Every person who contravenes subsection 16(2) is guilty of an offence and on conviction is liable of a fine of not more than $2,000 or to imprisonment for a term of not more than six months, or to both.

21. (3) ***Same***

Every person who contravenes or fails to comply with a term or condition of a CVOR certificate issued to the person is guilty of an offence and on conviction is liable to a fine of not more than $2,000 or to imprisonment for a term of not more than six months, or to both.

22. (1) ***Regulation***
(Reg 576)

The Lieutenant Governor in Council may make regulations,

(a) prescribing forms;

(c) classifying persons and vehicles and exempting any class of person or vehicle from section 16 and prescribing conditions for any such exemption;

(d) prescribing the requirements to obtain and to hold CVOR certificates and authorizing the Registrar to waive any requirements that are specified in the regulations under the circumstances prescribed therein;

(d.1) prescribing terms and conditions that may attach to CVOR certificates, including the imposition of an expiry date on a certificate;

(e) governing the suspension or cancellation of CVOR certificates under subsection 47(1) or the imposition of a limitation on the fleet size operated under a CVOR certificate under subsection 47(2);

(f) respecting documents and information to be filed with or supplied to the Ministry prior to the issuance or renewal of CVOR certificates or as a condition of retention thereof by the holders of CVOR certificates;

(g) defining "fleet size" for the purpose of subsection 18(2), and exempting any class or classes of CVOR certificate holders from all or part of the requirements of subsection 18(2);

(h) prescribing the method for determining an operator's safety record;

(i) prescribing the method for assigning safety ratings to operators;

(j) providing for the reciprocal recognition of safety ratings, safety records and similar records of territories, other provinces and states of the United States of America.

22. (2) ***Fees***
The Registrar may set fees, subject to the approval of the Minister, for the issuance, renewal and replacement of CVOR certificates.

23. (1) ***Insurance commercial motor vehicles***
No operator or owner of a commercial motor vehicle shall operate the vehicle or cause or permit the vehicle to be operated on a highway unless, in addition to the minimum liability insurance required under the *Compulsory Automobile Insurance Act*, motor vehicle liability insurance in the amount prescribed by the regulations is carried for the vehicle with an insurer licensed under the *Insurance Act*.

23. (2) ***Insurance non-residents***
If an operator or owner of a commercial motor vehicle is not a resident of Ontario, the insurance required by subsection (1) may be carried with an insurer who is authorized to transact the insurance in the state or province in which the owner or operator resides.

23. (3) ***Carry evidence of insurance***
Every driver of a commercial motor vehicle shall carry evidence of a type prescribed by the regulations that the vehicle is insured as required by this section and shall surrender the evidence for reasonable inspection upon the demand of a police officer.

23. (4) ***Offence***
An operator or owner who contravenes subsection (1) is guilty of an offence and on conviction is liable to a fine of not less than $500 and not more than $2,500.

23. (5) ***Penalty***
A driver who contravenes subsection (3) is guilty of an offence and on conviction is liable to a fine of not less than $100 and not more than $500.

23. (6) ***Regulations***
The Lieutenant Governor in Council may make regulations,

(a) prescribing the amount of motor vehicle liability insurance to be carried for a commercial motor vehicle;

(b) prescribing documents that may be accepted as evidence that a commercial motor vehicle is insured as required by this section.

24. (1) ***Records to be kept***
A person to whom a permit is issued for a prorated fee under a reciprocity agreement or arrangement with another jurisdiction shall maintain and preserve the records that are required by regulation during the period of validity of the permit and for the four years immediately following expiry thereof and shall submit the reports to the Ministry as are prescribed by the regulations within the prescribed times.

24. (2) ***Production of records***
A person to whom subsection (1) applies shall produce for inspection, within a reasonable time under the prevailing circumstances, the records required under subsection (1) upon the demand of an officer appointed by the Minister to carry out the provisions of this Part.

24. (3) ***Examination of records***
An officer appointed by the Minister for carrying out the provisions of this Part may, at any reasonable time, enter the business premises of a person referred to in subsection (1) and examine those books, records and documents of that person that relate to the person's business of operating commercial vehicles.

24. (4) ***Removal of documents***
Any person making an investigation under this section may, upon giving a receipt therefor, remove, for the purpose of making copies, any records produced under subsection (2) or examined under subsection (3) and when he or she does remove any records, the copies shall be made with reasonable dispatch and the records promptly returned.

24. (5) ***Copies as evidence***
Any copy made under subsection (4) and certified to be a true copy by the person making the copy is admissible in evidence in any proceeding or prosecution as proof, in the absence of evidence to the contrary, of the original book, paper or document and its contents.

24. (6) ***Penalty***

Every person who contravenes subsection (1) or (2) or obstructs or interfered with an officer in the performance of his or her duties under subsection (3) is guilty of an offence and on conviction is liable to a fine of not more than $200 or to imprisonment for a term of not more than six months, or to both.

24. (7) ***Regulations***

The Lieutenant Governor in Council may make regulations,

(a) prescribing the records to be kept by persons referred to in subsection (1);

(b) governing reports to be made to the Ministry by persons referred to in subsection (1).

47. (1) ***Registrar may suspend, cancel licence, etc.***

Subject to section 47.1, the Registrar may suspend or cancel,

(a) the plate portion of a permit as defined in Part II;

(b) a driver's licence; or

(c) a CVOR certificate,

on the grounds of,

(d) misconduct for which the holder is responsible, directly or indirectly, related to the operation or driving of a motor vehicle;

(e) conviction of the holder for an offence referred to in subsection 210(1) or (2);

(f) the Registrar having reason to believe, having regard to the safety record of the holder or of a person related to the holder, and any other information that the Registrar considers relevant, that the holder will not operate a commercial motor vehicle safely or in accordance with this Act, the regulations and other laws relating to highway safety; or

(g) any other sufficient reason not referred to in clause (d), (e) or (f).

47. (2) ***Restriction***

As an alternative to a suspension or cancellation under subsection (1), the Registrar may subject to section 47.1 restrict the number of commercial motor vehicles that may be operated by a holder of a CVOR certificate during the period that the Registrar stipulates.

47. (2.1) ***Interpretation***

Subsection 17(4) applies, with necessary modifications for the purpose of determining who are related persons under clause (1)(f).

47. (3) ***New licence, etc. not to be issued***

A person whose permit, licence or certificate is under suspension is not entitled to be issued a certificate, licence or plate portion of a permit, as the case may be.

47. (4) ***Fleet limitation certificates***

Where a restriction is imposed under subsection (2), the Registrar shall issue to the holder of a CVOR certificate fleet limitation certificates in a number equal to the number of vehicles permitted to be operated.

47. (5) ***Offences***

Every person whose permit for a motor vehicle is suspended or cancelled and who, while prohibited from having such a motor vehicle registered in their name, applies for or procures the issue of or has possession of the plate portion of a permit for a motor vehicle issued to them is guilty of an offence and on conviction is liable,

(a) to a fine of not less than $60 and not more than $500 where the vehicle is not a commercial motor vehicle; or

(b) to a fine of not less than $200 and not more than $2,000 where the vehicle is a commercial motor vehicle,

or to imprisonment for a term of not more than thirty days, or to both a fine and imprisonment.

47. (6) ***Apply for suspended licence***

Every person whose licence is suspended or cancelled and who, while prohibited from driving a motor vehicle, applies for or procures the issue of or has possession of any portion of a licence other than a Photo Card portion issued to him or her is guilty of an offence and on conviction is liable to a fine of not less than $60 and not more than $500 and to imprisonment for a term of not more than thirty days.

47. (7) ***Apply for suspended CVOR***

Every person whose CVOR certificate is suspended who applies for or procures the issue of a CVOR certificate to themself is guilty of an offence and on conviction is liable to a fine of not less than $200 and not more than $2,000 or to imprisonment for a term of not more than thirty days, or to both.

47. (8) ***Suspended CVOR***

Every person,

(a) in respect of whom a restriction is imposed under subsection (2) who operates a commercial motor vehicle in which a valid fleet limitation certificate is not carried; or

(b) who operates a commercial motor vehicle without a permit or certificate or when their permit or certificate is under suspension,

is guilty of an offence and on conviction is liable to a fine of not more than $5,000 or to imprisonment for a term of not more than six months, or to both.

47. (8.1) ***Power to seize number plates***

If the plate portion of a permit is suspended or cancelled under clause (1)(a), the Registrar may order that the plate portion of the permit or the number plates issued in connection with the plate portion of the permit be seized and any police officer or officer appointed for carrying out this Act may seize the plate portion of the permit and the number plates and deliver them to the Ministry.

47. (9) ***Definition***

For the purposes of this section, "commercial motor vehicle", "operator" and "safety record" have the same meaning as defined in subsection 16.1.

47. (10) ***Power to Seize out-of-province permits and plates***

The Registrar may, at any time for misconduct or contravention of this Act, the *Truck Transportation Act*, the *Public Vehicles Act* or of any regulation thereunder by an owner or lessee of one or more motor vehicles or trailers for which permits have been issued by a jurisdiction or jurisdictions other than the Province of Ontario, order that the permit and number plates issued for the vehicle or vehicles be seized and any police officer or any officer appointed for carrying out this Act or the enforcement of the *Public Vehicles Act* or *the Truck Transportation Act* may seize the permit and number plates and deliver them to the Ministry which shall return them to the authority that issued them.

47.1 (l) ***Notice of proposed action***

Before taking any action under clause 47(1)(a) or (c) or subsection 47(2), the Registrar shall notify the person whose plate portion of a permit or CVOR certificate is to be affected of his or her proposed action.

47.1 (2) ***Method of giving notice***

Notice under subsection (i) is sufficiently given,

(a) if it is delivered personally;

(b) if it is delivered by registered mail addressed to the person at the latest address for the person appearing on the Ministry records; or

(c) if it is sent by telephone transmission of a facsimile or by some other electronic or other transmission medium permitted by the regulations to the person at the latest facsimile number or other medium address for the person provided by the person to the Ministry.

47.1 (3) ***Notice deemed to be received***

Unless the person establishes that the person did not, acting in good faith, through absence, accident, illness or other cause beyond the person's control, receive the notice,

(a) notice given by registered mail shall be deemed to have been received on the fifth day after it was mailed;

(b) notice given by telephone transmission of a facsimile or by some other electronic or other transmission medium shall be deemed to have been received on the first business day after it was sent.

47.1 (4) ***CVOR certificate holder may not transfer vehicle***

A CVOR certificate holder shall not transfer any commercial motor vehicle for which a permit has been issued in Ontario in the holder's name without the consent of the Registrar from the time the holder receives a notification under subsection (1) that the Registrar proposes to suspend or cancel their plate portion of the permit or CVOR certificate or to limit the number of commercial motor vehicles that may be operated under their CVOR certificate until the suspension, cancellation or fleet limitation takes effect, is withdrawn or is finally confirmed, modified or set aside on appeal.

47.1 (5) ***Operator may not transfer vehicles***

An operator shall not transfer any commercial motor vehicle for which a permit has been issued in Ontario in the operator's name without the consent of the Registrar from the time the operator receives a notification under subsection (1) that the Registrar proposes to suspend or cancel the plate portion of the permit until the suspension or cancellation takes effect, is withdrawn or is finally confirmed, modified or set aside on appeal.

47.1 (6) ***Registrar not to withhold consent without reason***

The Registrar shall not withhold consent under subsection (4) or (5) if the certificate holder or operator satisfies him or her that the transfer is not being made for the purpose of avoiding the proposed suspension, cancellation or restriction.

47.1 (7) ***Regulations***

The Lieutenant Governor in Council may, for the purpose of subsection (3), make regulations.

(a) prescribing other methods of transmission;

(b) governing the giving of notice by telephone transmission of a facsimile or by a method prescribed by clause (a).

Appendix B - Regulation

O.REG. 424/97 AS AMENDED BY O.REG. 197/99

Made under the Highway Traffic Act

Note: Not an official version

Amendment to the Highway Traffic Act, proclaimed May 31st, 1999

COMMERCIAL MOTOR VEHICLE OPERATORS' INFORMATION

PART I
CVOR CERTIFICATES

1. (1) ***Definitions***

In this Regulation "commercial motor vehicle", "CV0R certificate" and "operator" have the same meanings as in subsection 16(1) of the Act.

"audit" means an inspection of the records pertaining to the transportation enterprise of an operator and an assessment of the operator's safety performance and practices;

"auditor" means,

(a) an officer appointed for the purpose of carrying out the provisions of the Act,

(b) a person engaged as an auditor by an organization recognized by the Registrar, or

(c) a person recognized as an auditor by another jurisdiction who, in the Registrar's opinion, performs audits similar to those performed in Ontario in an acceptable form and manner;

1. (2) ***Definitions***

In this Regulation and for the purpose of subsection 18(2) of the Act,

"fleet size" means the total number of commercial motor vehicles operated in Ontario in a specified period by a holder of a CVOR certificate, reduced by the percentage of the total distance travelled by those commercial motor vehicles in that period that was outside Ontario.

2. ***Application***

An application for a CVOR certificate shall be in a form provided by the Minister.

3. ***Expiry Date***

The Registrar may issue a CV0R certificate subject to an expiry date.

4. ***Fees***

The following fees shall be paid to the Ministry for:

1. An uncertified copy of an operator's CVOR record	$5.00
2. A certified copy of an operator's CVOR record	$10.00

5. (1) ***Safety Record***

The safety record of an operator shall contain a record of the following information:

1. Any suspension or cancellation of the plate portion of the permit under clause 47(1)(a) of the Act.
2. Any suspension or cancellation of the operator's CVOR certificate under clause 47(1)(c) of the Act.
3. Any restriction imposed under subsection 47(2) of the Act on the number of commercial motor vehicles that may be operated by the operator.
4. Any order under subsections 47(8.1) or (10) of the Act for the seizure of the plate portion of permits, permits or number plates.
5. Any notice sent to the operator under section 47.1 of the Act.
6. Any warning letters sent by, or interviews held with, Ministry officials relating to the operator's safety performance and practices.
7. Any conviction related to the operation of a commercial motor vehicle or a vehicle drawn by it, for an offence committed by an operator, its agents or employees,
   i) under this Act or under any other Act of the Legislature or the Parliament of Canada or any regulation or order made under any of them, or
   ii) for an offence under a municipal by-law regulating traffic on the highways, or orders made under any of them, except convictions for offences for standing or parking.
8. The particulars of any accident involving a commercial motor vehicle operated by the operator or a vehicle drawn by it.
9. The results of any inspection under section 82 or 82.1 of the Act or any similar inspection of a commercial motor vehicle operated by the operator, or a vehicle drawn by it.
10. The results of any investigation or inspection of the records of the operator,
    i) under the Act, the *Compulsory Automobile Insurance Act*, the *Dangerous Goods Transportation Act*, the *Public Vehicles Act*, the *Truck Transportation Act*, the *Fuel Tax Act*, the *Trades Qualifications and Apprenticeship Act*, the *Motor Vehicle Transport Act (Canada)*, or
    ii) under any other Act of the Legislature or the Parliament of Canada or any regulation or order made under any of them if, in the Registrar's opinion, the results of the investigation or inspection contain information described in paragraphs 14, 15 or 16, or relate to the safe operation of its commercial motor vehicle or vehicles drawn by them.
11. Any safety rating that has been assigned to the operator.
12. The results of any audits of the operator.
13. Any record from another jurisdiction in respect of the operator that is comparable to that described in any of paragraphs 1 to 12.
14. The operator's fleet size.
15. The total number of kilometres travelled in the previous 12 months by all the commercial motor vehicles operated by the operator in Ontario.

16. The total number of kilometres travelled in Ontario in the previous 12 months by all the commercial motor vehicles operated by the operator.
17. Any compilations or analyses of any of the information in paragraphs 1 to 16.

5. (2) ***Same***

The following do not form part of a safety record:

1. A record that is not in the possession of the Registrar.
2. A record originating outside or Ontario that, in the Registrar's opinion, is unreasonably difficult to refer to (because of its form or medium of storage, or for any other reason).
3. A record described in paragraphs 1 to 7 of subsection (1) if, in the Registrar's opinion, the record does not relate to the safe operation of the operator's commercial motor vehicles, or vehicles drawn by them.

6. (1) ***Notify Registrar of changes in fleet size***

Every holder of a CVOR certificate shall notify the Registrar of the holder's fleet size for the previous 12 months,

(a) within 15 days of the day the holder's fleet size is 20% greater or less than it was when the fleet size was last reported to the Registrar;

(b) with 15 days of receiving a request from the Registrar for the information.

6. (2) ***Fleet size determination***

The holder of a CVOR certificate shall, upon request, give the Registrar documentation to support the holder's fleet size determination.

7. (1) ***Number of kilometres travelled***

Every holder of a CVOR certificate shall, within 15 days of receiving a request from the Registrar, notify the Registrar of the total number of kilometres travelled by all the commercial motor vehicles operated by the holder in Ontario in the previous 12 months.

7. (2) ***Number of kilometres travelled in Ontario***

Every holder of a CVOR certificate shall, within 15 days of receiving a request from the Registrar, notify the Registrar of the total number of kilometres travelled in Ontario by all the commercial motor vehicles operated by the holder in the previous 12 months.

7. (3) ***Proof of the number of kilometres travelled***

The holder of a CVOR certificate shall, upon request, give the Registrar documentation to support the holder's determination of the number of kilometres travelled under subsection (1) or (2).

PART II
SAFETY RATINGS

8. ***Assignment of Ratings***

This part applies to the assignment of safety ratings under section 17.1 of the Act.

9. ***Date of Audit***

In this Part, the date on which an audit is completed is the most recent date on which an auditor has completed the audit report or an amendment to it.

10. ***Rating Categories***

(1) The Registrar shall assign to an operator one of the following safety ratings, as determined in this Part:

1. Excellent
2. Satisfactory
3. Satisfactory Unaudited
4. Conditional
5. Unsatisfactory

(2) A safety rating set out in a paragraph of subsection (1) is a higher rating than a rating set out in a later paragraph.

11. ***Excellent Safety Ratings***

(1) The Registrar may assign an Excellent rating to an operator where, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are excellent with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them.

(2) The Registrar shall not assign an Excellent rating to an operator unless,

(a) the operator's safety record contains the results of an audit completed after January 1, 1999 and within the preceding 36 months;

(b) the operator,

(i) has held a CVOR certificate for at least 24 months, or

(ii) has satisfied the Registrar that it has been operating in Ontario for at least 24 months and has obtained a CVOR certificate, if no CVOR certificate was required; and

(c) the operator has had a satisfactory rating for at least six months, if the operator's rating has been reduced from excellent to satisfactory.

12. ***Satisfactory Safety Ratings***

(1) The Registrar may assign a Satisfactory rating to an operator where, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are satisfactory with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them.

(2) The Registrar shall not assign a Satisfactory rating to an operator rated Conditional or Satisfactory Unaudited unless,

(a) the operator's safety record contains the result of an audit completed after January 1, 1999 and within the preceding 36 months; and

(b) the operator,

(i) has held a CVOR certificate for at least six months, or

(ii) has satisfied the Registrar that it has been operating in Ontario for at least six months and has obtained a CVOR certificate, if no CVOR certificate was required.

13. ***Satisfactory-Unaudited Safety Ratings***

(1) The Registrar may assign a Satisfactory Unaudited rating to an operator if the operator has not been audited and, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are satisfactory with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them.

(2) For the purpose of subsection (1), an operator shall be deemed not to have been audited if,

(a) the operator has a conditional rating;

(b) the most recent audit in the operator's safety record was completed more than 36 months ago; and

(c) the results of that audit are satisfactory in the Registrar's opinion.

14. ***Conditional Safety Ratings***

(1) The Registrar may assign a Conditional rating to an operator where, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are less than satisfactory with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them.

(2) The Registrar shall assign a Conditional rating to an operator when nothing described in paragraphs 1, 2 or 3 of subsection 15(1) which resulted in an Unsatisfactory rating under subsection 15(1), is any longer in effect.

(3) The Registrar shall not assign to an operator a higher rating sooner than six months after the Registrar assigns to the operator a Conditional rating.

15. ***Unsatisfactory Safety Ratings***

(1) The Registrar shall assign an Unsatisfactory rating to an operator on the first day when any of the following comes into effect, for reasons which, in the Registrar's opinion, relate to the safe operation of the operator's commercial motor vehicles or vehicles drawn by them:

1. The plate portion of the operator's permit is suspended or cancelled under clause 47(1)(a) of the Act,
2. The operator's CVOR certificate is suspended or cancelled under clause 47(1)(c) of the Act.
3. The time period specified in an order under subsection 47(10) of the Act during which an operator's permit or number plate may be seized, is in effect.

(2) The Registrar shall not assign to an operator a rating higher than Unsatisfactory while anything described in paragraphs 1, 2 or 3 of subsection (1) is in effect.

16. ***Operator's Safety Record***

(1) In assigning a safety rating, the Registrar shall have regard to the operator's safety record.

(2) In assigning a safety rating, the Registrar,

- (a) may have regard to the safety record of a person related to the operator;
- (b) need not consider audit results from an audit completed less than six months after the date on which a previous audit was completed; and
- (c) need not consider audit results where he or she is of the view that the records audited do not adequately reflect the operator's safety performance and practices in Ontario.

(3) Subsection 17(4) of the Act applies, with necessary modifications, for the purpose of determining who are related persons under clause (2)(a).

Notes

Appendix C - Sample Public CVOR Abstract (Level I)

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                              PUBLIC ABSTRACT
                    COMMERCIAL VEHICLE OPERATOR SUMMARY
Search Date: 2000 04 05                            Reference No:000-0-0000
                            CARRIER INFORMATION
CVOR #        : 123-456-789               Licence #: 654321       ACT:TTA-MVT
Name          : ABC TRUCKING COMPANY LIMITED
Operating As  : Not Applicable
Address       : 123 ANY STREET, YOURTOWN              P.C. N0N 0N0     Ontario: Yes
(Mailing)     : Same as Above
Operator Type :                  For Hire
Dangerous Goods:                            Commodity:            GENERAL FREIGHT
Recognized Authority:                 No    Motor Vehicle Insp. Station:       No
CVOR Certificate Status:      Registered    Original Certificate Issue: 1990 12 31
Total Travel Km:                       0    ONTARIO Travel Km:           0  100.0%
TOTAL ONTARIO Fleet Size:              0    ADJUSTED Fleet Size:                 0
******************************************************************************
                PERFORMANCE DATA (from 1998 03 06 to 2000 03 05)

SAFETY RATING while operating in Ontario:   SATISFACTORY
THRESHOLD:                        100.0%    VIOLATION RATE:                  00.0%

Pointable ACCIDENTS:                   0    Provincial Average ACCIDENTS:        0
Accidents with Charges:                0    Accidents with Driver Action:        0
Accidents with Driver Condition:       0    Accidents with Vehicle Defects:      0

Safety Related CONVICTIONS:            0    Non Safety Related CONVICTIONS       0
Convictions Related to: Driver:      0  Vehicle:       0  Load:      0  Other:   0


SAFETY INSPECTIONS  Previous Year:      0   SAFETY INSPECTIONS  Current Year:    0
Out of Service Rate Previous Year:   0.0%   Out of Service Rate Current Year: 0.0%
Provincial OOS Rate 2nd Last FiscalYr:38.0% Provincial OOS Rate Last Fiscal Yr:35.3%
Average OOS Defect per OOS Inspection:  0   Dangerous Goods OOS Defects:         0
AUDIT:  1999 06 06   Enforcement        Driver Score:  70.0%   Vehicle Score: 80.0%
******************************************************************************
             MINISTRY INTERVENTIONS (from 1998 04 06 to 2000 04 05)
Warning Letter     1991 01 01
Letter - Other     None
Interview          1992 02 02
Sanction           1993 03 03  Suspension  PCAOF

******************************************************************************
                              END OF SUMMARY
   For further explanation contact your local MTO office for an Abstract Glossary
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Ontario

Ministry of Transportation

CVOR ABSTRACT ALPHABETICAL GLOSSARY - PUBLIC (LEVEL I)

Accidents with Charges	Number of accidents which resulted in charges being laid by police against the driver under the carrier's CVOR.
Accidents with Driver Action	Number of accidents with inappropriate driver action by the CVOR driver.
Accidents with Driver Condition	Number of accidents with inappropriate driver condition by the CVOR driver.
Accidents with Vehicle Defects	Number of accidents with vehicle defects on the CVOR vehicle(s).
ADJUSTED Fleet Size	Incorporates percentage of travel in Ontario and double-shifting of vehicles.
AUDIT	Last audit: Date, Type: Enforcement or Voluntary, with Driver and Vehicle Profile Scores as a percentage.
Average OOS Defect per OOS Inspection	Average out of service (OOS) defect per out of service inspection from all Level 1 and 5 Commercial Vehicle Inspection Reports.
Commodity	Type of goods (or passengers) transported by the carrier.
Convictions Related to	Number of Driver, Vehicle, Load or Other convictions.
Current Year	The 12-month period ending one month prior to the abstract search date.
CVOR Certificate Status	CVOR certificate status may be Registered, Not Registered, or Dormant (Inactive).
Dangerous Goods	Identifies if carrier transports dangerous goods: Yes, No or Restricted.
Dangerous Goods OOS Defects	Number of dangerous goods OOS defects on carrier's Commercial Vehicle Inspection Reports.
Date	Year/month/day.
MINISTRY INTERVENTIONS	Contact made with the Carrier to pursue compliance.
Motor Vehicle Inspection Station	Assigned MVIS number where the carrier may certify its own vehicles, if authorized.
N/A or n/a	Data 'not applicable'.
Non Safety Related CONVICTIONS	Number of convictions without points.
ONTARIO Travel km	Kilometres the carrier's vehicles travel in Ontario and the % it represents of the Total Travel kilometres.
Operator Type	Private, For Hire or Owner/Operator.
Original CVOR Certificate Issue	Date original CVOR certificate was issued.
Out Of Service Rate	Out of service (OOS) inspections divided by total inspections, shown as a percentage.
Performance Data	Carrier's record summary for a two-year period except where otherwise specified.
Pointable ACCIDENTS	Accidents with points assigned.
Previous Year	12-month period prior to the Current Year.
Provincial Average Accidents	Provincial average number of pointable accidents, based on all carriers by adjusted fleet size during the most recently available two full calendar years.
Provincial OOS Rate	Provincial out of service (OOS) inspections divided by inspections for all carriers based on fiscal year (April 1 - March 31), shown as a percentage.
Recognized Authority	Authority granted to test drivers for commercial licensing. Yes, No or Restricted.
SAFETY INSPECTIONS	Total number of mechanical safety inspections conducted on a carrier's vehicles (Level 1 and 5).

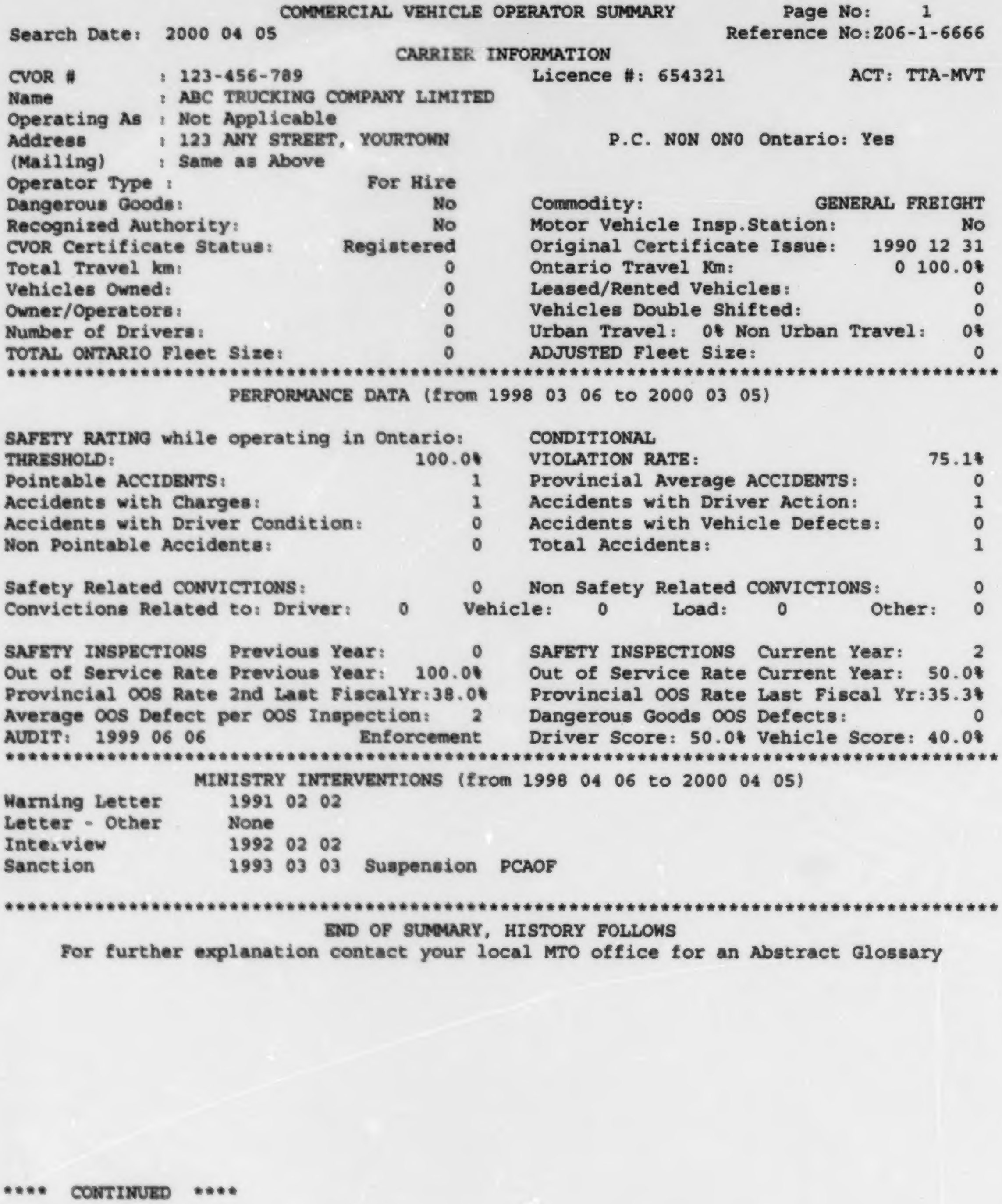
appendix c – sample cvor abstracts and glossaries

SAFETY RATING	Results of a facility audit (off-road performance) and/or the carrier's safety record CVOR (on-road performance) determines the assignment of a safety rating of Excellent, Satisfactory, Satisfactory-Unaudited, Conditional, or Unsatisfactory.
Safety Related CONVICTIONS	Number of convictions with points.
SANCTION	A Ministry intervention that limits, suspends or cancels operating privileges.
Sanction Type	Indicates sanction of Plates and Permits (P), CVOR certificate (C), Operating Authority (A), Other (O) or Defaulted Unpaid Fines (F) or any combination.
THRESHOLD	Combination of conviction, accident and inspection thresholds.
Threshold Override	An administrative adjustment to the normal threshold value, during an assessment of the carrier's on-road activity.
TOTAL ONTARIO Fleet Size	Total number of power units operated in Ontario.
Total Travel km	Total number of kilometres the carrier's total Ontario fleet travels.
VIOLATION RATE	Carrier's accumulated points as a percentage of their threshold.

For further information consult 'Ontario's Carrier Safety Rating and Commercial Vehicle Operator's Registration System Public Guideline'

MTO400

Appendix C - Sample Carrier CVOR Abstract (Level II)



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                    COMMERCIAL VEHICLE OPERATOR SUMMARY        Page No:     1
Search Date:  2000 04 05                                   Reference No:Z06-1-6666
                              CARRIER INFORMATION
CVOR #         : 123-456-789             Licence #: 654321          ACT: TTA-MVT
Name           : ABC TRUCKING COMPANY LIMITED
Operating As   : Not Applicable
Address        : 123 ANY STREET, YOURTOWN            P.C. NON 0N0 Ontario: Yes
(Mailing)      : Same as Above
Operator Type :                   For Hire
Dangerous Goods:                        No     Commodity:              GENERAL FREIGHT
Recognized Authority:                   No     Motor Vehicle Insp.Station:          No
CVOR Certificate Status:        Registered     Original Certificate Issue:  1990 12 31
Total Travel km:                         0     Ontario Travel Km:              0 100.0%
Vehicles Owned:                          0     Leased/Rented Vehicles:               0
Owner/Operators:                         0     Vehicles Double Shifted:              0
Number of Drivers:                       0     Urban Travel:  0% Non Urban Travel:  0%
TOTAL ONTARIO Fleet Size:                0     ADJUSTED Fleet Size:                  0
*********************************************************************************
                   PERFORMANCE DATA (from 1998 03 06 to 2000 03 05)

SAFETY RATING while operating in Ontario:      CONDITIONAL
THRESHOLD:                          100.0%     VIOLATION RATE:                   75.1%
Pointable ACCIDENTS:                     1     Provincial Average ACCIDENTS:         0
Accidents with Charges:                  1     Accidents with Driver Action:         1
Accidents with Driver Condition:         0     Accidents with Vehicle Defects:       0
Non Pointable Accidents:                 0     Total Accidents:                      1

Safety Related CONVICTIONS:              0     Non Safety Related CONVICTIONS:       0
Convictions Related to: Driver:     0     Vehicle:     0      Load:     0      Other:   0

SAFETY INSPECTIONS  Previous Year:       0     SAFETY INSPECTIONS  Current Year:     2
Out of Service Rate Previous Year:  100.0%     Out of Service Rate Current Year: 50.0%
Provincial OOS Rate 2nd Last FiscalYr:38.0%    Provincial OOS Rate Last Fiscal Yr:35.3%
Average OOS Defect per OOS Inspection:   2     Dangerous Goods OOS Defects:          0
AUDIT:  1999 06 06             Enforcement     Driver Score: 50.0% Vehicle Score: 40.0%
*********************************************************************************
               MINISTRY INTERVENTIONS (from 1998 04 06 to 2000 04 05)
Warning Letter       1991 02 02
Letter - Other       None
Interview            1992 02 02
Sanction             1993 03 03  Suspension  PCAOF

*********************************************************************************
                          END OF SUMMARY, HISTORY FOLLOWS
    For further explanation contact your local MTO office for an Abstract Glossary
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****  CONTINUED  ****
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                    COMMERCIAL VEHICLE OPERATOR SUMMARY         Page No:    2
Search Date:  2000 04 05                                     Reference No:Z06-1-6666
                                  CARRIER INFORMATION
CVOR #        : 123-456-789                Licence #: 654321          ACT: TTA-MVT
Name          : ABC TRUCKING COMPANY LIMITED
Phone Number  : N/A                    Alternate Phone Number  : N/A
Email Address : N/A                                FAX Number  : N/A
NSC#: 987654321                                              US DOT #: 12345000
Threshold Override: N/A            From:                        To:
Operator Start Date: 1989 09 09
---------------------------------------------------------------------------------
Performance Summary for: 1998 03 06 to 2000 03 05

                        #      Total    Violation   Threshold     % OF
                     Events   Points      Rate        Rate      Threshold
                     ======   ======   =========   ========    =========
   Accidents            1        8      0.3333      0.2226       149.7
   Convictions          0        0      0.0000      1.0452        00.0
   Inspections          2        4      0.0277*     2.4695         1.1

   Overall %                            0.7513      1.0000        75.1

* Inspection Violation Rate Calculations:
  (minimum of two completed inspections used in calculations: divide=/,multiply=x)

   Sum of Points of Inspections on CVOR Abstract for Time Period  =  3          (A)

   Additional Points for Carrier Out of Service Rate
      Total Number of Inspections =       2                                     (B)
      Number of OOS Inspections   =       1                                     (C)
      Carrier OOS Rate            =  50.00%                              (Cx100/B=D)
      Standard OOS Rate           =  35.30%                                     (E)
      Difference in OOS Rates     =  14.70(/10 rounded down) Points= 1          (F)
                                                                 ----
   Total Inspection Points                                         4        (A+F=G)
   Total Vehicle Units Inspected                                   6            (H)
   Inspection Violation Rate                                  0.0277*       (G/H=I)
---------------------------------------------------------------------------------
Event/Date                          Detail                                    Points
```

Ontario **Ministry of Transportation**

CVOR ABSTRACT ALPHABETICAL GLOSSARY – CARRIER (LEVEL II)

Accidents with Charges	Number of accidents which resulted in charges being laid by police against the driver under the carrier's CVOR.
Accidents with Driver Action	Number of accidents with inappropriate driver action by the CVOR driver.
Accidents with Driver Condition	Number of accidents with inappropriate driver condition by the CVOR driver.
Accidents with Vehicle Defects	Number of accidents with vehicle defects on the CVOR vehicle(s).
ADJUSTED Fleet Size	Incorporates percentage of travel in Ontario and double-shifting of vehicles.
AUDIT	Last audit: Date, Type: Enforcement or Voluntary, with Driver and Vehicle Profile scores as a percentage.
Average OOS Defect per OOS Inspection	Average out of service (OOS) defect per out of service inspection from all Level 1 and 5 Commercial Vehicle Inspection Reports.
Commodity	Type of goods (or passengers) transported by the carrier.
Convictions Related to	Number of Driver, Vehicle, Load, or Other convictions.
Current Year	The 12-month period ending one month prior to the abstract search date.
CVOR Certificate Status	CVOR certificate status may be Registered, Not Registered or Dormant (Inactive).
Dangerous Goods	Identifies if carrier transports dangerous goods: Yes, No or Restricted.
Dangerous Goods OOS Defects	Number of dangerous goods OOS defects on carrier's Commercial Vehicle Inspection Reports.
Date	Year/month/day.
Inspection Violation Rate Calculation	Breakdown of the calculation to establish a carrier's inspection points and violation rate.
Leased/Rented Vehicles	The number of vehicles regularly leased or rented annually by the carrier as last reported by the carrier.
MINISTRY INTERVENTIONS	Contact made with the carrier to pursue compliance.
Motor Vehicle Inspection Station	Assigned MVIS number where the carrier may certify its own vehicles, if authorized.
N/A or n/a	Data 'not available' or 'not applicable'.
Non Pointable Accidents	Accidents with no point value assigned.
Non Safety Related CONVICTIONS	Number of convictions without points.
Non Urban	Percentage of highway travel over 80 km/hr speed zone.
NSC #	National Safety Code Number as issued by base plate jurisdiction other than Ontario (if applicable).
Number of OOS Inspections	Inspections that indicate at least one defect as out of service based on the CVSA standard.
ONTARIO Travel km	Kilometres the carrier's vehicles travel in Ontario and the % it represents of the Total Travel kilometres.
Operator Start Date	Date of first event on the CVOR operating record or the issue date of the carrier's CVOR certificate, whichever came first.
Operator Type	Private, For Hire or Owner/Operator.
Original CVOR Certificate Issue	Date original CVOR certificate was issued.
Out Of Service Rate	Out of service (OOS) inspections divided by total inspections, shown as a percentage.
Owner/Operator	Number of owner/operators that operate under the carrier's CVOR.
Performance Data	Carrier's record summary for a two-year period except where otherwise specified.
Pointable ACCIDENTS	Accidents with points assigned.
Previous Year	12-month period prior to the Current Year.

Provincial Average Accidents	Provincial average number of pointable accidents, based on all carriers by adjusted fleet size during the most recently available two full calendar years.
Provincial OOS Rate	Provincial out of service (OOS) inspections divided by inspections for all carriers based on fiscal year (April 1 - March 31), shown as a percentage.
Recognized Authority	Authority granted to test drivers for commercial licensing. Yes, No or Restricted.
SAFETY INSPECTIONS	Total number of mechanical safety inspections conducted on a carrier's vehicles (Level 1 and 5).
SAFETY RATING	Results of a facility audit (off-road performance) and/or the carrier's safety record CVOR (on-road performance) determines the assignment of a safety rating of Excellent, Satisfactory, Satisfactory-Unaudited, Conditional, or Unsatisfactory.
Safety Related CONVICTIONS	Number of convictions with points.
SANCTION	A Ministry intervention that limits, suspends or cancels operating privileges.
Sanction Type	Indicates sanction of Plates and Permits (P), CVOR Certificate (C), Operating Authority (A), Other (O) or for Defaulted Unpaid Fines (F) or any combination.
Standard OOS Rate	Set standard out of service rate for all carriers based on provincial inspections used for triggering purposes.
THRESHOLD	Combines a carrier's individual accident, conviction and inspection thresholds into one overall threshold.
Threshold Override	An administrative adjustment to the normal threshold values, during an assessment of the carrier's on-road activity.
Time	24 hour clock.
Total Accidents	Number of all accidents, pointable and non-pointable.
TOTAL ONTARIO Fleet Size	Total number of power units operated in Ontario.
Total Travel km	Total number of kilometres the carrier's total Ontario fleet travels.
Total Vehicle Units Inspected	Number of individual vehicles in a commercial vehicle combination. Includes bus, truck, power unit, trailer(s) and dolly.
Urban	Percentage of travel under 80 km/hr speed zone.
US DOT #	United States of America number assigned to commercial vehicle carriers.
Vehicles Double Shifted	A vehicle operated by two individual drivers who have separate shifts with a minimum of 8 hours each, in a 24-hour period on a regular basis. Carrier must have sufficient drivers and log time records to qualify for double shift status.
VIOLATION RATE	Carrier's accumulated points as a percentage of its threshold.

For further information consult 'Ontario's Carrier Safety Rating and Commercial Vehicle Operator's Registration System Public Guideline'

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Appendix C - Sample CVOR Driver Abstract

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SEARCH DATE:  991207       COMMERCIAL VEHICLE OPERATOR RECORD                PAGE 1
REF. NO: Z00-0-0000                   DRIVER ABSTRACT

DRIVER:      DL- F0000-00000-00000      CLASS*- A     COND- Z      EXPIRY- 98/02/07
NAME:  SMITH, JOHN,B                                         MED DUE DATE-  00/02/04

                                                                             ONT- Y
STATUS- UNLICENSED, UNRENEWABLE

                RECORD PERTAINS TO EVENTS WHILE DRIVING HEAVY COMMERCIAL
                         VEHICLES ONLY   (OVER 4500 KGS)

EVENT-------EVENT--------DESCRIPTION---------------------------------------MICRO #--
            DATE

CONVICTION  990616       CVOR #       : 000-000-000                        99991120
                         PLATE        : 111 XXX       JRS: CA-ON
                         CONV DATE    : 990416
                         SPDG 120 IN 100 KMH
                         LOCATION     : MAIN ST E KENORA
                         TIME         : 19:14
ACCIDENT    990616       CVOR #       : 000-000-000                        99991124
                         CLASS-FATAL
                         DR ACT-EXCEEDING SPEED LIMIT
                         DR COND-MEDICAL/PHYSICAL DISAB
                         NO APPARENT DEFECT
                         DRIVER - CHARGED
                         PLATE        : 111 XXX       JRS: CA-ON
                         LOCATION     : MAIN ST E KENORA
                         TIME         : 19:14
INSPECTION  990601       CVOR#        : 111-111-111
                         CVIR#        : ON00000001    INPUT DATE: 990903
                         LOCATION     : Wasi South Truck Inspection Station
                         TIME:        : 02:48-03:30   #UNITS: 2
                         LEVEL        : 1             DEFECTS-OOS: 0      -ALL: 0
                         POWER UNIT   : PM1993        JRS: CA-ON   UNIT#: 100
                         TRAILER 1    : V77777        JRS: CA-ON   UNIT#: 11
***** END OF DATA ****
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Ministry of Transportation

CVOR ABSTRACT ALPHABETICAL GLOSSARY DRIVER ABSTRACT

CLASS*	The driver's class of licence, i.e. A, AM, AB, B, D, etc.
COND	A condition attached to a driver's licence such as a Z for Air Brake Endorsement or X for requirement to wear glasses while driving, etc.
DESCRIPTION	A description of the event that is recorded on the record.
DRIVER	The individual's driver's licence number for whom the CVOR Driver Abstract has been obtained.
EVENT	Events tracked on a CVOR Driver Abstract include accidents, convictions and inspections involving commercial vehicles.
EVENT DATE	The date on which an accident, conviction or inspection occurred.
EXPIRY	The date on which the driver's licence will expire.
MED DUE DATE	The date on which a driver holding a classified licence is required to obtain a valid medical in order to keep that class of licence.
MICRO #	The microfilm number on which the event is recorded by MTO.
NAME	The driver's full name in the format of last name, first name, initial.
ONT	Ontario driver's licence holder, noted as Y for yes and N for no.
POWER UNIT	A highway tractor, straight truck, or bus.
REF. NO	A reference number used by the Ministry to track the requested abstract.
SEARCH DATE	The date on which the CVOR Driver Abstract was printed.
STATUS	The status of the driver's licence, noted as suspended, unlicensed, licensed, unrenewable, etc.

For further information consult 'Ontario's Carrier Safety Rating and Commercial Vehicle Operator's Registration System Public Guideline'

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Notes

Reviewing Your CVOR Abstract

A carrier should review their CVOR abstract on a regular basis to identify where problem areas in their operation may exist. The presence of convictions, inspection defects or accidents on a carrier's abstract may indicate that a review of the carrier's operation is required.

Self auditing and spot-checking of documents for accuracy should also be conducted regularly with appropriate action taken when discrepancies are found.

The following are some potential problems and solutions that may be found during a review of a CVOR abstract.

Overweight Violations (Axle or Gross Weight)

- Install on-board weighing devices
- Install axle weighing devices at terminals
- Encourage problem shippers to provide weighing facilities
- Install basic platform scales for gross weight measurement
- Use proper equipment to do the job
- If RGW violations are a problem, increase registration weight
- Mark trailers to identify placement of cargo
- Lower total gross payload to reduce axle overloading
- Install sliding axles on trailers
- Employee Education:
    - Instruct drivers/loaders on proper loading and distribution techniques
    - Train dispatcher to assign appropriate vehicle for load
    - Instruct drivers/mechanics on proper air pressure for lift axles
    - Ensure drivers are aware of allowable weights for each unit
    - Instruct driver/shippers on weight legislation

Oversize/Overweight Violations (Vehicle Load/Dimensions)

- Discontinue the use of over-dimensional vehicles
- Use the right vehicle to carry the commodity
- Obtain permit, if required, prior to departure
- Employee Education:
    - Educate drivers/loaders on:
        - Availability of special permits for individual loads
        - Conditions contained in oversize/overweight permits
        - Permissible vehicle and load dimensions
        - Measuring loads or box-marking

    - Making alterations to existing vehicles
    - Proper placement of fifth wheel to avoid over-length

Insecure Load Violations

- Implement policy on stopping and checking loads in transit
- Ensure vehicles have proper tie-downs (chains, straps, load coverings)
- Employee Education:
  - Educate drivers/loaders on:
    - Use of tie-down equipment
    - Proper placement of load
    - Legislated requirements for load security

Safety Convictions/Inspection Defects Violations

- Upgrade equipment
- Implement or enhance a scheduled maintenance program
- Identify critical items to be repaired immediately
- Require that drivers report any defects in-route to the dispatcher
- Review Commercial Vehicle Inspection Reports (CVIR) for types of defects
- Employee Education:
  - Educate mechanics about responsibility for daily trip inspections and vehicle maintenance
  - Educate drivers about proper inspection procedures and completion of forms
  - Educate drivers about requirement to conduct a trip inspection and advise responsible person of defects

Documentation violations (No Permit/Registration etc.)

- Monitor and ensure all documentation is current
- Ensure driver checks list for required documents in vehicles during pre-trip inspection
- Provide a folder for documents specifically for each vehicle
- Employee Education:
  - Educate drivers about the required documents

Dangerous Goods Violations

- Hire a qualified dangerous goods trainer
- Certify drivers in handling and transporting of dangerous goods
- Advise shippers on their obligations regarding completeness of documentation
- Ensure shippers provide regulated safety markers (placards, labels, etc.)

Driver Related Violations

- Provide defensive driving course for all drivers
- Hire a knowledgeable equipment instructor
- Require a driver abstract prior to employment
- Periodically review updated driver abstracts
- Require that new drivers be accompanied/ trained by a qualified driver
- Require that drivers report all convictions
- Implement incentive/discipline programs (bonuses, better routes, time off with pay OR fines, suspension, termination)
- Install a tachometer in/on the vehicle

Hours of Service and Trip Inspection Violations

- Maintain and monitor driver activities and schedules closely
- Maintain and monitor driver schedules based on hours
- Dispatch vehicle/driver based on available hours
- Require that drivers submit log sheets to home terminal within 20 days
- Require two drivers per vehicle on long hauls
- Discipline drivers for failing to complete and submit reports
- Use vehicles with sleeper berth
- Develop and implement new routes
- Set up new terminals
- Hire a qualified safety officer/director
- Educate employees:
  - Educate drivers on legislated requirements
  - Educate drivers in filling out forms

TTA / PVA / MVTA Violations

- Apply for the appropriate licence
- Hire a qualified traffic manager
- Obtain clarification of licence from Ontario Highway Transport Board (O.H.T.B.)
- Ensure that bills of lading accompany all shipments
- Employee Education
  - Ensure that dispatcher is aware of authority contained in licence

Notes

Appendix D - Table of Threshold Values

Definition of Column Headings:

Adj Fleet Size - Carrier's Adjusted Fleet Size
Accident Thresh pts/v/mth – Allowable Accident Points per Vehicle per Month
Max Accident pts/24mth – Maximum Allowable Accident Points in 24 Months
Conviction Thresh pts/v/mth – Allowable Conviction Points per Vehicle per Month
Max Convict pts/24mth – Maximum Allowable Conviction Points in 24 Months
Number Vehicles Inspected – Number of Commercial Vehicles Inspected in 24 Months
Inspection Thresh pts/v/insp – Allowable Inspection Points per Vehicle Inspected
Max Inspect pts/24mth – Maximum Allowable Inspection Points in 24 Months

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
1	0.2226	5.3	1.0452	25.1	1	5.3841	5.4
2	0.1574	7.6	0.7059	33.9	2	3.9826	8.0
3	0.1285	9.3	0.5611	40.4	3	3.3386	10.0
4	0.1113	10.7	0.4767	45.8	4	2.9459	11.8
5	0.0995	11.9	0.4201	50.4	5	2.6734	13.4
6	0.0909	13.1	0.3789	54.6	6	2.4695	14.8
7	0.0841	14.1	0.3472	58.3	7	2.3094	16.2
8	0.0787	15.1	0.3219	61.8	8	2.1791	17.4
9	0.0742	16.0	0.3012	65.1	9	2.0702	18.6
10	0.0704	16.9	0.2837	68.1	10	1.9775	19.8
11	0.0671	17.7	0.2688	71.0	11	1.8972	20.9
12	0.0643	18.5	0.2559	73.7	12	1.8267	21.9
13	0.0617	19.3	0.2446	76.3	13	1.7642	22.9
14	0.0595	20.0	0.2345	78.8	14	1.7082	23.9
15	0.0575	20.7	0.2255	81.2	15	1.6577	24.9
16	0.0557	21.4	0.2174	83.5	16	1.6118	25.8
17	0.0540	22.0	0.2101	85.7	17	1.5699	26.7
18	0.0525	22.7	0.2034	87.9	18	1.5313	27.6
19	0.0511	23.3	0.1973	90.0	19	1.4957	28.4
20	0.0498	23.9	0.1916	92.0	20	1.4627	29.3
21	0.0486	24.5	0.1864	93.9	21	1.4320	30.1
22	0.0475	25.1	0.1815	95.9	22	1.4033	30.9
23	0.0464	25.6	0.1770	97.7	23	1.3765	31.7
24	0.0454	26.2	0.1728	99.5	24	1.3512	32.4
25	0.0445	26.7	0.1689	101.3	25	1.3274	33.2
26	0.0436	27.2	0.1652	103.1	26	1.3050	33.9
27	0.0436	28.3	0.1652	107.0	27	1.2837	34.7
28	0.0436	29.3	0.1652	111.0	28	1.2636	35.4
29	0.0436	30.3	0.1652	115.0	29	1.2444	36.1
30	0.0436	31.4	0.1652	118.9	30	1.2262	36.8
31	0.0436	32.4	0.1652	122.9	31	1.2088	37.5

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
32	0.0436	33.5	0.1652	126.9	32	1.1923	38.2
33	0.0436	34.5	0.1652	130.8	33	1.1764	38.8
34	0.0436	35.6	0.1652	134.8	34	1.1612	39.5
35	0.0436	36.6	0.1652	138.8	35	1.1467	40.1
36	0.0436	37.7	0.1652	142.7	36	1.1327	40.8
37	0.0436	38.7	0.1652	146.7	37	1.1193	41.4
38	0.0436	39.8	0.1652	150.7	38	1.1064	42.0
39	0.0436	40.8	0.1652	154.6	39	1.0940	42.7
40	0.0436	41.9	0.1652	158.6	40	1.0820	43.3
41	0.0436	42.9	0.1652	162.6	41	1.0704	43.9
42	0.0436	43.9	0.1652	166.5	42	1.0593	44.5
43	0.0436	45.0	0.1652	170.5	43	1.0485	45.1
44	0.0436	46.0	0.1652	174.5	44	1.0380	45.7
45	0.0436	47.1	0.1652	178.4	45	1.0279	46.3
46	0.0436	48.1	0.1652	182.4	46	1.0182	46.8
47	0.0436	49.2	0.1652	186.3	47	1.0087	47.4
48	0.0436	50.2	0.1652	190.3	48	0.9995	48.0
49	0.0436	51.3	0.1652	194.3	49	0.9906	48.5
50	0.0436	52.3	0.1652	198.2	50	0.9819	49.1
51	0.0436	53.4	0.1652	202.2	51	0.9735	49.6
52	0.0436	54.4	0.1652	206.2	52	0.9653	50.2
53	0.0436	55.5	0.1652	210.1	53	0.9573	50.7
54	0.0436	56.5	0.1652	214.1	54	0.9496	51.3
55	0.0436	57.6	0.1652	218.1	55	0.9420	51.8
56	0.0436	58.6	0.1652	222.0	56	0.9347	52.3
57	0.0436	59.6	0.1652	226.0	57	0.9275	52.9
58	0.0436	60.7	0.1652	230.0	58	0.9205	53.4
59	0.0436	61.7	0.1652	233.9	59	0.9137	53.9
60	0.0436	62.8	0.1652	237.9	60	0.9070	54.4
61	0.0436	63.8	0.1652	241.9	61	0.9005	54.9
62	0.0436	64.9	0.1652	245.8	62	0.8942	55.4
63	0.0436	65.9	0.1652	249.8	63	0.8880	55.9
64	0.0436	67.0	0.1652	253.7	64	0.8819	56.4
65	0.0436	68.0	0.1652	257.7	65	0.8760	56.9
66	0.0436	69.1	0.1652	261.7	66	0.8702	57.4
67	0.0436	70.1	0.1652	265.6	67	0.8645	57.9
68	0.0436	71.2	0.1652	269.6	68	0.8590	58.4
69	0.0436	72.2	0.1652	273.6	69	0.8535	58.9
70	0.0436	73.2	0.1652	277.5	70	0.8482	59.4
71	0.0436	74.3	0.1652	281.5	71	0.8430	59.9
72	0.0436	75.3	0.1652	285.5	72	0.8379	60.3
73	0.0436	76.4	0.1652	289.4	73	0.8329	60.8
74	0.0436	77.4	0.1652	293.4	74	0.8279	61.3
75	0.0436	78.5	0.1652	297.4	75	0.8231	61.7
76	0.0436	79.5	0.1652	301.3	76	0.8184	62.2
77	0.0436	80.6	0.1652	305.3	77	0.8137	62.7
78	0.0436	81.6	0.1652	309.3	78	0.8092	63.1
79	0.0436	82.7	0.1652	313.2	79	0.8047	63.6

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
80	0.0436	83.7	0.1652	317.2	80	0.8003	64.0
81	0.0436	84.8	0.1652	321.1	81	0.7960	64.5
82	0.0436	85.8	0.1652	325.1	82	0.7918	64.9
83	0.0436	86.9	0.1652	329.1	83	0.7876	65.4
84	0.0436	87.9	0.1652	333.0	84	0.7835	65.8
85	0.0436	88.9	0.1652	337.0	85	0.7795	66.3
86	0.0436	90.0	0.1652	341.0	86	0.7755	66.7
87	0.0436	91.0	0.1652	344.9	87	0.7717	67.1
88	0.0436	92.1	0.1652	348.9	88	0.7678	67.6
89	0.0436	93.1	0.1652	352.9	89	0.7641	68.0
90	0.0436	94.2	0.1652	356.8	90	0.7604	68.4
91	0.0436	95.2	0.1652	360.8	91	0.7567	68.9
92	0.0436	96.3	0.1652	364.8	92	0.7531	69.3
93	0.0436	97.3	0.1652	368.7	93	0.7496	69.7
94	0.0436	98.4	0.1652	372.7	94	0.7461	70.1
95	0.0436	99.4	0.1652	376.7	95	0.7427	70.6
96	0.0436	100.5	0.1652	380.6	96	0.7393	71.0
97	0.0436	101.5	0.1652	384.6	97	0.7360	71.4
98	0.0436	102.5	0.1652	388.6	98	0.7327	71.8
99	0.0436	103.6	0.1652	392.5	99	0.7295	72.2
100	0.0436	104.6	0.1652	396.5	100	0.7263	72.6
101	0.0436	105.7	0.1652	400.4	101	0.7232	73.0
102	0.0436	106.7	0.1652	404.4	102	0.7201	73.4
103	0.0436	107.8	0.1652	408.4	103	0.7170	73.9
104	0.0436	108.8	0.1652	412.3	104	0.7140	74.3
105	0.0436	109.9	0.1652	416.3	105	0.7110	74.7
106	0.0436	110.9	0.1652	420.3	106	0.7081	75.1
107	0.0436	112.0	0.1652	424.2	107	0.7052	75.5
108	0.0436	113.0	0.1652	428.2	108	0.7024	75.9
109	0.0436	114.1	0.1652	432.2	109	0.6996	76.3
110	0.0436	115.1	0.1652	436.1	110	0.6968	76.6
111	0.0436	116.2	0.1652	440.1	111	0.6941	77.0
112	0.0436	117.2	0.1652	444.1	112	0.6914	77.4
113	0.0436	118.2	0.1652	448.0	113	0.6887	77.8
114	0.0436	119.3	0.1652	452.0	114	0.6861	78.2
115	0.0436	120.3	0.1652	456.0	115	0.6835	78.6
116	0.0436	121.4	0.1652	459.9	116	0.6809	79.0
117	0.0436	122.4	0.1652	463.9	117	0.6783	79.4
118	0.0436	123.5	0.1652	467.8	118	0.6758	79.7
119	0.0436	124.5	0.1652	471.8	119	0.6734	80.1
120	0.0436	125.6	0.1652	475.8	120	0.6709	80.5
121	0.0436	126.6	0.1652	479.7	121	0.6685	80.9
122	0.0436	127.7	0.1652	483.7	122	0.6661	81.3
123	0.0436	128.7	0.1652	487.7	123	0.6637	81.6
124	0.0436	129.8	0.1652	491.6	124	0.6614	82.0
125	0.0436	130.8	0.1652	495.6	125	0.6591	82.4
126	0.0436	131.8	0.1652	499.6	126	0.6568	82.8
127	0.0436	132.9	0.1652	503.5	127	0.6546	83.1

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
128	0.0436	133.9	0.1652	507.5	128	0.6523	83.5
129	0.0436	135.0	0.1652	511.5	129	0.6501	83.9
130	0.0436	136.0	0.1652	515.4	130	0.6480	84.2
131	0.0436	137.1	0.1652	519.4	131	0.6458	84.6
132	0.0436	138.1	0.1652	523.4	132	0.6437	85.0
133	0.0436	139.2	0.1652	527.3	133	0.6416	85.3
134	0.0436	140.2	0.1652	531.3	134	0.6395	85.7
135	0.0436	141.3	0.1652	535.2	135	0.6374	86.1
136	0.0436	142.3	0.1652	539.2	136	0.6354	86.4
137	0.0436	143.4	0.1652	543.2	137	0.6333	86.8
138	0.0436	144.4	0.1652	547.1	138	0.6313	87.1
139	0.0436	145.4	0.1652	551.1	139	0.6294	87.5
140	0.0436	146.5	0.1652	555.1	140	0.6274	87.8
141	0.0436	147.5	0.1652	559.0	141	0.6255	88.2
142	0.0436	148.6	0.1652	563.0	142	0.6235	88.5
143	0.0436	149.6	0.1652	567.0	143	0.6216	88.9
144	0.0436	150.7	0.1652	570.9	144	0.6198	89.2
145	0.0436	151.7	0.1652	574.9	145	0.6179	89.6
146	0.0436	152.8	0.1652	578.9	146	0.6161	89.9
147	0.0436	153.8	0.1652	582.8	147	0.6142	90.3
148	0.0436	154.9	0.1652	586.8	148	0.6124	90.6
149	0.0436	155.9	0.1652	590.8	149	0.6106	91.0
150	0.0436	157.0	0.1652	594.7	150	0.6089	91.3
151	0.0436	158.0	0.1652	598.7	151	0.6071	91.7
152	0.0436	159.1	0.1652	602.6	152	0.6054	92.0
153	0.0436	160.1	0.1652	606.6	153	0.6036	92.4
154	0.0436	161.1	0.1652	610.6	154	0.6019	92.7
155	0.0436	162.2	0.1652	614.5	155	0.6002	93.0
156	0.0436	163.2	0.1652	618.5	156	0.5986	93.4
157	0.0436	164.3	0.1652	622.5	157	0.5969	93.7
158	0.0436	165.3	0.1652	626.4	158	0.5952	94.0
159	0.0436	166.4	0.1652	630.4	159	0.5936	94.4
160	0.0436	167.4	0.1652	634.4	160	0.5920	94.7
161	0.0436	168.5	0.1652	638.3	161	0.5904	95.1
162	0.0436	169.5	0.1652	642.3	162	0.5888	95.4
163	0.0436	170.6	0.1652	646.3	163	0.5872	95.7
164	0.0436	171.6	0.1652	650.2	164	0.5857	96.1
165	0.0436	172.7	0.1652	654.2	165	0.5841	96.4
166	0.0436	173.7	0.1652	658.2	166	0.5826	96.7
167	0.0436	174.7	0.1652	662.1	167	0.5811	97.0
168	0.0436	175.8	0.1652	666.1	168	0.5796	97.4
169	0.0436	176.8	0.1652	670.1	169	0.5781	97.7
170	0.0436	177.9	0.1652	674.0	170	0.5766	98.0
171	0.0436	178.9	0.1652	678.0	171	0.5751	98.3
172	0.0436	180.0	0.1652	681.9	172	0.5737	98.7
173	0.0436	181.0	0.1652	685.9	173	0.5722	99.0
174	0.0436	182.1	0.1652	689.9	174	0.5708	99.3
175	0.0436	183.1	0.1652	693.8	175	0.5694	99.6

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
176	0.0436	184.2	0.1652	697.8	176	0.5680	100.0
177	0.0436	185.2	0.1652	701.8	177	0.5666	100.3
178	0.0436	186.3	0.1652	705.7	178	0.5652	100.6
179	0.0436	187.3	0.1652	709.7	179	0.5638	100.9
180	0.0436	188.4	0.1652	713.7	180	0.5624	101.2
181	0.0436	189.4	0.1652	717.6	181	0.5611	101.6
182	0.0436	190.4	0.1652	721.6	182	0.5597	101.9
183	0.0436	191.5	0.1652	725.6	183	0.5584	102.2
184	0.0436	192.5	0.1652	729.5	184	0.5571	102.5
185	0.0436	193.6	0.1652	733.5	185	0.5558	102.8
186	0.0436	194.6	0.1652	737.5	186	0.5545	103.1
187	0.0436	195.7	0.1652	741.4	187	0.5532	103.4
188	0.0436	196.7	0.1652	745.4	188	0.5519	103.8
189	0.0436	197.8	0.1652	749.3	189	0.5506	104.1
190	0.0436	198.8	0.1652	753.3	190	0.5494	104.4
191	0.0436	199.9	0.1652	757.3	191	0.5481	104.7
192	0.0436	200.9	0.1652	761.2	192	0.5469	105.0
193	0.0436	202.0	0.1652	765.2	193	0.5456	105.3
194	0.0436	203.0	0.1652	769.2	194	0.5444	105.6
195	0.0436	204.0	0.1652	773.1	195	0.5432	105.9
196	0.0436	205.1	0.1652	777.1	196	0.5420	106.2
197	0.0436	206.1	0.1652	781.1	197	0.5408	106.5
198	0.0436	207.2	0.1652	785.0	198	0.5396	106.8
199	0.0436	208.2	0.1652	789.0	199	0.5384	107.1
200	0.0436	209.3	0.1652	793.0	200	0.5372	107.4
201	0.0436	210.3	0.1652	796.9	201	0.5361	107.8
202	0.0436	211.4	0.1652	800.9	202	0.5349	108.1
203	0.0436	212.4	0.1652	804.9	203	0.5338	108.4
204	0.0436	213.5	0.1652	808.8	204	0.5326	108.7
205	0.0436	214.5	0.1652	812.8	205	0.5315	109.0
206	0.0436	215.6	0.1652	816.7	206	0.5304	109.3
207	0.0436	216.6	0.1652	820.7	207	0.5293	109.6
208	0.0436	217.7	0.1652	824.7	208	0.5281	109.9
209	0.0436	218.7	0.1652	828.6	209	0.5270	110.2
210	0.0436	219.7	0.1652	832.6	210	0.5260	110.5
211	0.0436	220.8	0.1652	836.6	211	0.5249	110.7
212	0.0436	221.8	0.1652	840.5	212	0.5238	111.0
213	0.0436	222.9	0.1652	844.5	213	0.5227	111.3
214	0.0436	223.9	0.1652	848.5	214	0.5217	111.6
215	0.0436	225.0	0.1652	852.4	215	0.5206	111.9
216	0.0436	226.0	0.1652	856.4	216	0.5195	112.2
217	0.0436	227.1	0.1652	860.4	217	0.5185	112.5
218	0.0436	228.1	0.1652	864.3	218	0.5175	112.8
219	0.0436	229.2	0.1652	868.3	219	0.5164	113.1
220	0.0436	230.2	0.1652	872.3	220	0.5154	113.4
221	0.0436	231.3	0.1652	876.2	221	0.5144	113.7
222	0.0436	232.3	0.1652	880.2	222	0.5134	114.0
223	0.0436	233.3	0.1652	884.2	223	0.5124	114.3

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
224	0.0436	234.4	0.1652	888.1	224	0.5114	114.6
225	0.0436	235.4	0.1652	892.1	225	0.5104	114.8
226	0.0436	236.5	0.1652	896.0	226	0.5094	115.1
227	0.0436	237.5	0.1652	900.0	227	0.5084	115.4
228	0.0436	238.6	0.1652	904.0	228	0.5075	115.7
229	0.0436	239.6	0.1652	907.9	229	0.5065	116.0
230	0.0436	240.7	0.1652	911.9	230	0.5055	116.3
231	0.0436	241.7	0.1652	915.9	231	0.5046	116.6
232	0.0436	242.8	0.1652	919.8	232	0.5036	116.8
233	0.0436	243.8	0.1652	923.8	233	0.5027	117.1
234	0.0436	244.9	0.1652	927.8	234	0.5018	117.4
235	0.0436	245.9	0.1652	931.7	235	0.5008	117.7
236	0.0436	247.0	0.1652	935.7	236	0.4999	118.0
237	0.0436	248.0	0.1652	939.7	237	0.4990	118.3
238	0.0436	249.0	0.1652	943.6	238	0.4981	118.5
239	0.0436	250.1	0.1652	947.6	239	0.4972	118.8
240	0.0436	251.1	0.1652	951.6	240	0.4963	119.1
241	0.0436	252.2	0.1652	955.5	241	0.4954	119.4
242	0.0436	253.2	0.1652	959.5	242	0.4945	119.7
243	0.0436	254.3	0.1652	963.4	243	0.4936	119.9
244	0.0436	255.3	0.1652	967.4	244	0.4927	120.2
245	0.0436	256.4	0.1652	971.4	245	0.4918	120.5
246	0.0436	257.4	0.1652	975.3	246	0.4910	120.8
247	0.0436	258.5	0.1652	979.3	247	0.4901	121.1
248	0.0436	259.5	0.1652	983.3	248	0.4892	121.3
249	0.0436	260.6	0.1652	987.2	249	0.4884	121.6
250	0.0436	261.6	0.1652	991.2	250	0.4875	121.9
251	0.0436	262.6	0.1652	995.2	251	0.4867	122.2
252	0.0436	263.7	0.1652	999.1	252	0.4859	122.4
253	0.0436	264.7	0.1652	1003.1	253	0.4850	122.7
254	0.0436	265.8	0.1652	1007.1	254	0.4842	123.0
255	0.0436	266.8	0.1652	1011.0	255	0.4834	123.3
256	0.0436	267.9	0.1652	1015.0	256	0.4825	123.5
257	0.0436	268.9	0.1652	1019.0	257	0.4817	123.8
258	0.0436	270.0	0.1652	1022.9	258	0.4809	124.1
259	0.0436	271.0	0.1652	1026.9	259	0.4801	124.3
260	0.0436	272.1	0.1652	1030.8	260	0.4793	124.6
261	0.0436	273.1	0.1652	1034.8	261	0.4785	124.9
262	0.0436	274.2	0.1652	1038.8	262	0.4777	125.2
263	0.0436	275.2	0.1652	1042.7	263	0.4769	125.4
264	0.0436	276.2	0.1652	1046.7	264	0.4761	125.7
265	0.0436	277.3	0.1652	1050.7	265	0.4753	126.0
266	0.0436	278.3	0.1652	1054.6	266	0.4746	126.2
267	0.0436	279.4	0.1652	1058.6	267	0.4738	126.5
268	0.0436	280.4	0.1652	1062.6	268	0.4730	126.8
269	0.0436	281.5	0.1652	1066.5	269	0.4722	127.0
270	0.0436	282.5	0.1652	1070.5	270	0.4715	127.3
271	0.0436	283.6	0.1652	1074.5	271	0.4707	127.6

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
272	0.0436	284.6	0.1652	1078.4	272	0.4700	127.8
273	0.0436	285.7	0.1652	1082.4	273	0.4692	128.1
274	0.0436	286.7	0.1652	1086.4	274	0.4685	128.4
275	0.0436	287.8	0.1652	1090.3	275	0.4677	128.6
276	0.0436	288.8	0.1652	1094.3	276	0.4670	128.9
277	0.0436	289.9	0.1652	1098.2	277	0.4663	129.2
278	0.0436	290.9	0.1652	1102.2	278	0.4655	129.4
279	0.0436	291.9	0.1652	1106.2	279	0.4648	129.7
280	0.0436	293.0	0.1652	1110.1	280	0.4641	129.9
281	0.0436	294.0	0.1652	1114.1	281	0.4634	130.2
282	0.0436	295.1	0.1652	1118.1	282	0.4627	130.5
283	0.0436	296.1	0.1652	1122.0	283	0.4619	130.7
284	0.0436	297.2	0.1652	1126.0	284	0.4612	131.0
285	0.0436	298.2	0.1652	1130.0	285	0.4605	131.3
286	0.0436	299.3	0.1652	1133.9	286	0.4598	131.5
287	0.0436	300.3	0.1652	1137.9	287	0.4591	131.8
288	0.0436	301.4	0.1652	1141.9	288	0.4584	132.0
289	0.0436	302.4	0.1652	1145.8	289	0.4577	132.3
290	0.0436	303.5	0.1652	1149.8	290	0.4571	132.5
291	0.0436	304.5	0.1652	1153.8	291	0.4564	132.8
292	0.0436	305.5	0.1652	1157.7	292	0.4557	133.1
293	0.0436	306.6	0.1652	1161.7	293	0.4550	133.3
294	0.0436	307.6	0.1652	1165.7	294	0.4543	133.6
295	0.0436	308.7	0.1652	1169.6	295	0.4537	133.8
296	0.0436	309.7	0.1652	1173.6	296	0.4530	134.1
297	0.0436	310.8	0.1652	1177.5	297	0.4523	134.3
298	0.0436	311.8	0.1652	1181.5	298	0.4517	134.6
299	0.0436	312.9	0.1652	1185.5	299	0.4510	134.9
300	0.0436	313.9	0.1652	1189.4	300	0.4504	135.1
301	0.0436	315.0	0.1652	1193.4	301	0.4497	135.4
302	0.0436	316.0	0.1652	1197.4	302	0.4491	135.6
303	0.0436	317.1	0.1652	1201.3	303	0.4484	135.9
304	0.0436	318.1	0.1652	1205.3	304	0.4478	136.1
305	0.0436	319.2	0.1652	1209.3	305	0.4471	136.4
306	0.0436	320.2	0.1652	1213.2	306	0.4465	136.6
307	0.0436	321.2	0.1652	1217.2	307	0.4459	136.9
308	0.0436	322.3	0.1652	1221.2	308	0.4452	137.1
309	0.0436	323.3	0.1652	1225.1	309	0.4446	137.4
310	0.0436	324.4	0.1652	1229.1	310	0.4440	137.6
311	0.0436	325.4	0.1652	1233.1	311	0.4434	137.9
312	0.0436	326.5	0.1652	1237.0	312	0.4427	138.1
313	0.0436	327.5	0.1652	1241.0	313	0.4421	138.4
314	0.0436	328.6	0.1652	1244.9	314	0.4415	138.6
315	0.0436	329.6	0.1652	1248.9	315	0.4409	138.9
316	0.0436	330.7	0.1652	1252.9	316	0.4403	139.1
317	0.0436	331.7	0.1652	1256.8	317	0.4397	139.4
318	0.0436	332.8	0.1652	1260.8	318	0.4391	139.6
319	0.0436	333.8	0.1652	1264.8	319	0.4385	139.9

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
320	0.0436	334.8	0.1652	1268.7	320	0.4379	140.1
321	0.0436	335.9	0.1652	1272.7	321	0.4373	140.4
322	0.0436	336.9	0.1652	1276.7	322	0.4367	140.6
323	0.0436	338.0	0.1652	1280.6	323	0.4361	140.9
324	0.0436	339.0	0.1652	1284.6	324	0.4355	141.1
325	0.0436	340.1	0.1652	1288.6	325	0.4350	141.4
326	0.0436	341.1	0.1652	1292.5	326	0.4344	141.6
327	0.0436	342.2	0.1652	1296.5	327	0.4338	141.9
328	0.0436	343.2	0.1652	1300.5	328	0.4332	142.1
329	0.0436	344.3	0.1652	1304.4	329	0.4326	142.3
330	0.0436	345.3	0.1652	1308.4	330	0.4321	142.6
331	0.0436	346.4	0.1652	1312.3	331	0.4315	142.8
332	0.0436	347.4	0.1652	1316.3	332	0.4309	143.1
333	0.0436	348.5	0.1652	1320.3	333	0.4304	143.3
334	0.0436	349.5	0.1652	1324.2	334	0.4298	143.6
335	0.0436	350.5	0.1652	1328.2	335	0.4293	143.8
336	0.0436	351.6	0.1652	1332.2	336	0.4287	144.0
337	0.0436	352.6	0.1652	1336.1	337	0.4281	144.3
338	0.0436	353.7	0.1652	1340.1	338	0.4276	144.5
339	0.0436	354.7	0.1652	1344.1	339	0.4270	144.8
340	0.0436	355.8	0.1652	1348.0	340	0.4265	145.0
341	0.0436	356.8	0.1652	1352.0	341	0.4260	145.3
342	0.0436	357.9	0.1652	1356.0	342	0.4254	145.5
343	0.0436	358.9	0.1652	1359.9	343	0.4249	145.7
344	0.0436	360.0	0.1652	1363.9	344	0.4243	146.0
345	0.0436	361.0	0.1652	1367.9	345	0.4238	146.2
346	0.0436	362.1	0.1652	1371.8	346	0.4233	146.5
347	0.0436	363.1	0.1652	1375.8	347	0.4227	146.7
348	0.0436	364.1	0.1652	1379.8	348	0.4222	146.9
349	0.0436	365.2	0.1652	1383.7	349	0.4217	147.2
350	0.0436	366.2	0.1652	1387.7	350	0.4212	147.4
351	0.0436	367.3	0.1652	1391.6	351	0.4206	147.6
352	0.0436	368.3	0.1652	1395.6	352	0.4201	147.9
353	0.0436	369.4	0.1652	1399.6	353	0.4196	148.1
354	0.0436	370.4	0.1652	1403.5	354	0.4191	148.4
355	0.0436	371.5	0.1652	1407.5	355	0.4186	148.6
356	0.0436	372.5	0.1652	1411.5	356	0.4181	148.8
357	0.0436	373.6	0.1652	1415.4	357	0.4175	149.1
358	0.0436	374.6	0.1652	1419.4	358	0.4170	149.3
359	0.0436	375.7	0.1652	1423.4	359	0.4165	149.5
360	0.0436	376.7	0.1652	1427.3	360	0.4160	149.8
361	0.0436	377.8	0.1652	1431.3	361	0.4155	150.0
362	0.0436	378.8	0.1652	1435.3	362	0.4150	150.2
363	0.0436	379.8	0.1652	1439.2	363	0.4145	150.5
364	0.0436	380.9	0.1652	1443.2	364	0.4140	150.7
365	0.0436	381.9	0.1652	1447.2	365	0.4135	150.9
366	0.0436	383.0	0.1652	1451.1	366	0.4130	151.2
367	0.0436	384.0	0.1652	1455.1	367	0.4126	151.4

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
368	0.0436	385.1	0.1652	1459.0	368	0.4121	151.6
369	0.0436	386.1	0.1652	1463.0	369	0.4116	151.9
370	0.0436	387.2	0.1652	1467.0	370	0.4111	152.1
371	0.0436	388.2	0.1652	1470.9	371	0.4106	152.3
372	0.0436	389.3	0.1652	1474.9	372	0.4101	152.6
373	0.0436	390.3	0.1652	1478.9	373	0.4097	152.8
374	0.0436	391.4	0.1652	1482.8	374	0.4092	153.0
375	0.0436	392.4	0.1652	1486.8	375	0.4087	153.3
376	0.0436	393.4	0.1652	1490.8	376	0.4082	153.5
377	0.0436	394.5	0.1652	1494.7	377	0.4078	153.7
378	0.0436	395.5	0.1652	1498.7	378	0.4073	154.0
379	0.0436	396.6	0.1652	1502.7	379	0.4068	154.2
380	0.0436	397.6	0.1652	1506.6	380	0.4064	154.4
381	0.0436	398.7	0.1652	1510.6	381	0.4059	154.6
382	0.0436	399.7	0.1652	1514.6	382	0.4054	154.9
383	0.0436	400.8	0.1652	1518.5	383	0.4050	155.1
384	0.0436	401.8	0.1652	1522.5	384	0.4045	155.3
385	0.0436	402.9	0.1652	1526.4	385	0.4041	155.6
386	0.0436	403.9	0.1652	1530.4	386	0.4036	155.8
387	0.0436	405.0	0.1652	1534.4	387	0.4031	156.0
388	0.0436	406.0	0.1652	1538.3	388	0.4027	156.2
389	0.0436	407.0	0.1652	1542.3	389	0.4022	156.5
390	0.0436	408.1	0.1652	1546.3	390	0.4018	156.7
391	0.0436	409.1	0.1652	1550.2	391	0.4013	156.9
392	0.0436	410.2	0.1652	1554.2	392	0.4009	157.2
393	0.0436	411.2	0.1652	1558.2	393	0.4005	157.4
394	0.0436	412.3	0.1652	1562.1	394	0.4000	157.6
395	0.0436	413.3	0.1652	1566.1	395	0.3996	157.8
396	0.0436	414.4	0.1652	1570.1	396	0.3991	158.1
397	0.0436	415.4	0.1652	1574.0	397	0.3987	158.3
398	0.0436	416.5	0.1652	1578.0	398	0.3983	158.5
399	0.0436	417.5	0.1652	1582.0	399	0.3978	158.7
400	0.0436	418.6	0.1652	1585.9	400	0.3974	159.0
401	0.0436	419.6	0.1652	1589.9	401	0.3970	159.2
402	0.0436	420.7	0.1652	1593.8	402	0.3965	159.4
403	0.0436	421.7	0.1652	1597.8	403	0.3961	159.6
404	0.0436	422.7	0.1652	1601.8	404	0.3957	159.9
405	0.0436	423.8	0.1652	1605.7	405	0.3952	160.1
406	0.0436	424.8	0.1652	1609.7	406	0.3948	160.3
407	0.0436	425.9	0.1652	1613.7	407	0.3944	160.5
408	0.0436	426.9	0.1652	1617.6	408	0.3940	160.7
409	0.0436	428.0	0.1652	1621.6	409	0.3936	161.0
410	0.0436	429.0	0.1652	1625.6	410	0.3931	161.2
411	0.0436	430.1	0.1652	1629.5	411	0.3927	161.4
412	0.0436	431.1	0.1652	1633.5	412	0.3923	161.6
413	0.0436	432.2	0.1652	1637.5	413	0.3919	161.9
414	0.0436	433.2	0.1652	1641.4	414	0.3915	162.1
415	0.0436	434.3	0.1652	1645.4	415	0.3911	162.3

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
416	0.0436	435.3	0.1652	1649.4	416	0.3907	162.5
417	0.0436	436.3	0.1652	1653.3	417	0.3903	162.7
418	0.0436	437.4	0.1652	1657.3	418	0.3899	163.0
419	0.0436	438.4	0.1652	1661.3	419	0.3894	163.2
420	0.0436	439.5	0.1652	1665.2	420	0.3890	163.4
421	0.0436	440.5	0.1652	1669.2	421	0.3886	163.6
422	0.0436	441.6	0.1652	1673.1	422	0.3882	163.8
423	0.0436	442.6	0.1652	1677.1	423	0.3878	164.1
424	0.0436	443.7	0.1652	1681.1	424	0.3874	164.3
425	0.0436	444.7	0.1652	1685.0	425	0.3870	164.5
426	0.0436	445.8	0.1652	1689.0	426	0.3867	164.7
427	0.0436	446.8	0.1652	1693.0	427	0.3863	164.9
428	0.0436	447.9	0.1652	1696.9	428	0.3859	165.2
429	0.0436	448.9	0.1652	1700.9	429	0.3855	165.4
430	0.0436	450.0	0.1652	1704.9	430	0.3851	165.6
431	0.0436	451.0	0.1652	1708.8	431	0.3847	165.8
432	0.0436	452.0	0.1652	1712.8	432	0.3843	166.0
433	0.0436	453.1	0.1652	1716.8	433	0.3839	166.2
434	0.0436	454.1	0.1652	1720.7	434	0.3835	166.5
435	0.0436	455.2	0.1652	1724.7	435	0.3832	166.7
436	0.0436	456.2	0.1652	1728.7	436	0.3828	166.9
437	0.0436	457.3	0.1652	1732.6	437	0.3824	167.1
438	0.0436	458.3	0.1652	1736.6	438	0.3820	167.3
439	0.0436	459.4	0.1652	1740.5	439	0.3816	167.5
440	0.0436	460.4	0.1652	1744.5	440	0.3813	167.8
441	0.0436	461.5	0.1652	1748.5	441	0.3809	168.0
442	0.0436	462.5	0.1652	1752.4	442	0.3805	168.2
443	0.0436	463.6	0.1652	1756.4	443	0.3801	168.4
444	0.0436	464.6	0.1652	1760.4	444	0.3798	168.6
445	0.0436	465.6	0.1652	1764.3	445	0.3794	168.8
446	0.0436	466.7	0.1652	1768.3	446	0.3790	169.0
447	0.0436	467.7	0.1652	1772.3	447	0.3786	169.3
448	0.0436	468.8	0.1652	1776.2	448	0.3783	169.5
449	0.0436	469.8	0.1652	1780.2	449	0.3779	169.7
450	0.0436	470.9	0.1652	1784.2	450	0.3775	169.9
451	0.0436	471.9	0.1652	1788.1	451	0.3772	170.1
452	0.0436	473.0	0.1652	1792.1	452	0.3768	170.3
453	0.0436	474.0	0.1652	1796.1	453	0.3765	170.5
454	0.0436	475.1	0.1652	1800.0	454	0.3761	170.7
455	0.0436	476.1	0.1652	1804.0	455	0.3757	171.0
456	0.0436	477.2	0.1652	1807.9	456	0.3754	171.2
457	0.0436	478.2	0.1652	1811.9	457	0.3750	171.4
458	0.0436	479.3	0.1652	1815.9	458	0.3747	171.6
459	0.0436	480.3	0.1652	1819.8	459	0.3743	171.8
460	0.0436	481.3	0.1652	1823.8	460	0.3739	172.0
461	0.0436	482.4	0.1652	1827.8	461	0.3736	172.2
462	0.0436	483.4	0.1652	1831.7	462	0.3732	172.4
463	0.0436	484.5	0.1652	1835.7	463	0.3729	172.6

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
464	0.0436	485.5	0.1652	1839.7	464	0.3725	172.9
465	0.0436	486.6	0.1652	1843.6	465	0.3722	173.1
466	0.0436	487.6	0.1652	1847.6	466	0.3718	173.3
467	0.0436	488.7	0.1652	1851.6	467	0.3715	173.5
468	0.0436	489.7	0.1652	1855.5	468	0.3712	173.7
469	0.0436	490.8	0.1652	1859.5	469	0.3708	173.9
470	0.0436	491.8	0.1652	1863.5	470	0.3705	174.1
471	0.0436	492.9	0.1652	1867.4	471	0.3701	174.3
472	0.0436	493.9	0.1652	1871.4	472	0.3698	174.5
473	0.0436	494.9	0.1652	1875.4	473	0.3694	174.7
474	0.0436	496.0	0.1652	1879.3	474	0.3691	175.0
475	0.0436	497.0	0.1652	1883.3	475	0.3688	175.2
476	0.0436	498.1	0.1652	1887.2	476	0.3684	175.4
477	0.0436	499.1	0.1652	1891.2	477	0.3681	175.6
478	0.0436	500.2	0.1652	1895.2	478	0.3678	175.8
479	0.0436	501.2	0.1652	1899.1	479	0.3674	176.0
480	0.0436	502.3	0.1652	1903.1	480	0.3671	176.2
481	0.0436	503.3	0.1652	1907.1	481	0.3668	176.4
482	0.0436	504.4	0.1652	1911.0	482	0.3664	176.6
483	0.0436	505.4	0.1652	1915.0	483	0.3661	176.8
484	0.0436	506.5	0.1652	1919.0	484	0.3658	177.0
485	0.0436	507.5	0.1652	1922.9	485	0.3654	177.2
486	0.0436	508.6	0.1652	1926.9	486	0.3651	177.4
487	0.0436	509.6	0.1652	1930.9	487	0.3648	177.7
488	0.0436	510.6	0.1652	1934.8	488	0.3645	177.9
489	0.0436	511.7	0.1652	1938.8	489	0.3641	178.1
490	0.0436	512.7	0.1652	1942.8	490	0.3638	178.3
491	0.0436	513.8	0.1652	1946.7	491	0.3635	178.5
492	0.0436	514.8	0.1652	1950.7	492	0.3632	178.7
493	0.0436	515.9	0.1652	1954.6	493	0.3628	178.9
494	0.0436	516.9	0.1652	1958.6	494	0.3625	179.1
495	0.0436	518.0	0.1652	1962.6	495	0.3622	179.3
496	0.0436	519.0	0.1652	1966.5	496	0.3619	179.5
497	0.0436	520.1	0.1652	1970.5	497	0.3616	179.7
498	0.0436	521.1	0.1652	1974.5	498	0.3613	179.9
499	0.0436	522.2	0.1652	1978.4	499	0.3609	180.1
500	0.0436	523.2	0.1652	1982.4	500	0.3606	180.3
501	0.0436	524.2	0.1652	1986.4	501	0.3603	180.5
502	0.0436	525.3	0.1652	1990.3	502	0.3600	180.7
503	0.0436	526.3	0.1652	1994.3	503	0.3597	180.9
504	0.0436	527.4	0.1652	1998.3	504	0.3594	181.1
505	0.0436	528.4	0.1652	2002.2	505	0.3591	181.3
506	0.0436	529.5	0.1652	2006.2	506	0.3588	181.5
507	0.0436	530.5	0.1652	2010.2	507	0.3585	181.7
508	0.0436	531.6	0.1652	2014.1	508	0.3581	181.9
509	0.0436	532.6	0.1652	2018.1	509	0.3578	182.1
510	0.0436	533.7	0.1652	2022.0	510	0.3575	182.3
511	0.0436	534.7	0.1652	2026.0	511	0.3572	182.5

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
512	0.0436	535.8	0.1652	2030.0	512	0.3569	182.7
513	0.0436	536.8	0.1652	2033.9	513	0.3566	182.9
514	0.0436	537.8	0.1652	2037.9	514	0.3563	183.2
515	0.0436	538.9	0.1652	2041.9	515	0.3560	183.4
516	0.0436	539.9	0.1652	2045.8	516	0.3557	183.6
517	0.0436	541.0	0.1652	2049.8	517	0.3554	183.8
518	0.0436	542.0	0.1652	2053.8	518	0.3551	184.0
519	0.0436	543.1	0.1652	2057.7	519	0.3548	184.2
520	0.0436	544.1	0.1652	2061.7	520	0.3545	184.4
521	0.0436	545.2	0.1652	2065.7	521	0.3542	184.6
522	0.0436	546.2	0.1652	2069.6	522	0.3539	184.8
523	0.0436	547.3	0.1652	2073.6	523	0.3536	185.0
524	0.0436	548.3	0.1652	2077.6	524	0.3533	185.2
525	0.0436	549.4	0.1652	2081.5	525	0.3531	185.4
526	0.0436	550.4	0.1652	2085.5	526	0.3528	185.6
527	0.0436	551.5	0.1652	2089.4	527	0.3525	185.8
528	0.0436	552.5	0.1652	2093.4	528	0.3522	186.0
529	0.0436	553.5	0.1652	2097.4	529	0.3519	186.2
530	0.0436	554.6	0.1652	2101.3	530	0.3516	186.3
531	0.0436	555.6	0.1652	2105.3	531	0.3513	186.5
532	0.0436	556.7	0.1652	2109.3	532	0.3510	186.7
533	0.0436	557.7	0.1652	2113.2	533	0.3507	186.9
534	0.0436	558.8	0.1652	2117.2	534	0.3505	187.1
535	0.0436	559.8	0.1652	2121.2	535	0.3502	187.3
536	0.0436	560.9	0.1652	2125.1	536	0.3499	187.5
537	0.0436	561.9	0.1652	2129.1	537	0.3496	187.7
538	0.0436	563.0	0.1652	2133.1	538	0.3493	187.9
539	0.0436	564.0	0.1652	2137.0	539	0.3490	188.1
540	0.0436	565.1	0.1652	2141.0	540	0.3488	188.3
541	0.0436	566.1	0.1652	2145.0	541	0.3485	188.5
542	0.0436	567.1	0.1652	2148.9	542	0.3482	188.7
543	0.0436	568.2	0.1652	2152.9	543	0.3479	188.9
544	0.0436	569.2	0.1652	2156.9	544	0.3476	189.1
545	0.0436	570.3	0.1652	2160.8	545	0.3474	189.3
546	0.0436	571.3	0.1652	2164.8	546	0.3471	189.5
547	0.0436	572.4	0.1652	2168.7	547	0.3468	189.7
548	0.0436	573.4	0.1652	2172.7	548	0.3465	189.9
549	0.0436	574.5	0.1652	2176.7	549	0.3463	190.1
550	0.0436	575.5	0.1652	2180.6	550	0.3460	190.3
551	0.0436	576.6	0.1652	2184.6	551	0.3457	190.5
552	0.0436	577.6	0.1652	2188.6	552	0.3454	190.7
553	0.0436	578.7	0.1652	2192.5	553	0.3452	190.9
554	0.0436	579.7	0.1652	2196.5	554	0.3449	191.1
555	0.0436	580.8	0.1652	2200.5	555	0.3446	191.3
556	0.0436	581.8	0.1652	2204.4	556	0.3444	191.5
557	0.0436	582.8	0.1652	2208.4	557	0.3441	191.7
558	0.0436	583.9	0.1652	2212.4	558	0.3438	191.8
559	0.0436	584.9	0.1652	2216.3	559	0.3435	192.0

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
560	0.0436	586.0	0.1652	2220.3	560	0.3433	192.2
561	0.0436	587.0	0.1652	2224.3	561	0.3430	192.4
562	0.0436	588.1	0.1652	2228.2	562	0.3428	192.6
563	0.0436	589.1	0.1652	2232.2	563	0.3425	192.8
564	0.0436	590.2	0.1652	2236.1	564	0.3422	193.0
565	0.0436	591.2	0.1652	2240.1	565	0.3420	193.2
566	0.0436	592.3	0.1652	2244.1	566	0.3417	193.4
567	0.0436	593.3	0.1652	2248.0	567	0.3414	193.6
568	0.0436	594.4	0.1652	2252.0	568	0.3412	193.8
569	0.0436	595.4	0.1652	2256.0	569	0.3409	194.0
570	0.0436	596.4	0.1652	2259.9	570	0.3406	194.2
571	0.0436	597.5	0.1652	2263.9	571	0.3404	194.4
572	0.0436	598.5	0.1652	2267.9	572	0.3401	194.6
573	0.0436	599.6	0.1652	2271.8	573	0.3399	194.7
574	0.0436	600.6	0.1652	2275.8	574	0.3396	194.9
575	0.0436	601.7	0.1652	2279.8	575	0.3394	195.1
576	0.0436	602.7	0.1652	2283.7	576	0.3391	195.3
577	0.0436	603.8	0.1652	2287.7	577	0.3388	195.5
578	0.0436	604.8	0.1652	2291.7	578	0.3386	195.7
579	0.0436	605.9	0.1652	2295.6	579	0.3383	195.9
580	0.0436	606.9	0.1652	2299.6	580	0.3381	196.1
581	0.0436	608.0	0.1652	2303.5	581	0.3378	196.3
582	0.0436	609.0	0.1652	2307.5	582	0.3376	196.5
583	0.0436	610.1	0.1652	2311.5	583	0.3373	196.7
584	0.0436	611.1	0.1652	2315.4	584	0.3371	196.9
585	0.0436	612.1	0.1652	2319.4	585	0.3368	197.0
586	0.0436	613.2	0.1652	2323.4	586	0.3366	197.2
587	0.0436	614.2	0.1652	2327.3	587	0.3363	197.4
588	0.0436	615.3	0.1652	2331.3	588	0.3361	197.6
589	0.0436	616.3	0.1652	2335.3	589	0.3358	197.8
590	0.0436	617.4	0.1652	2339.2	590	0.3356	198.0
591	0.0436	618.4	0.1652	2343.2	591	0.3353	198.2
592	0.0436	619.5	0.1652	2347.2	592	0.3351	198.4
593	0.0436	620.5	0.1652	2351.1	593	0.3348	198.6
594	0.0436	621.6	0.1652	2355.1	594	0.3346	198.7
595	0.0436	622.6	0.1652	2359.1	595	0.3343	198.9
596	0.0436	623.7	0.1652	2363.0	596	0.3341	199.1
597	0.0436	624.7	0.1652	2367.0	597	0.3339	199.3
598	0.0436	625.7	0.1652	2371.0	598	0.3336	199.5
599	0.0436	626.8	0.1652	2374.9	599	0.3334	199.7
600	0.0436	627.8	0.1652	2378.9	600	0.3331	199.9
601	0.0436	628.9	0.1652	2382.8	601	0.3329	200.1
602	0.0436	629.9	0.1652	2386.8	602	0.3327	200.3
603	0.0436	631.0	0.1652	2390.8	603	0.3324	200.4
604	0.0436	632.0	0.1652	2394.7	604	0.3322	200.6
605	0.0436	633.1	0.1652	2398.7	605	0.3319	200.8
606	0.0436	634.1	0.1652	2402.7	606	0.3317	201.0
607	0.0436	635.2	0.1652	2406.6	607	0.3315	201.2

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
608	0.0436	636.2	0.1652	2410.6	608	0.3312	201.4
609	0.0436	637.3	0.1652	2414.6	609	0.3310	201.6
610	0.0436	638.3	0.1652	2418.5	610	0.3307	201.8
611	0.0436	639.4	0.1652	2422.5	611	0.3305	201.9
612	0.0436	640.4	0.1652	2426.5	612	0.3303	202.1
613	0.0436	641.4	0.1652	2430.4	613	0.3300	202.3
614	0.0436	642.5	0.1652	2434.4	614	0.3298	202.5
615	0.0436	643.5	0.1652	2438.4	615	0.3296	202.7
616	0.0436	644.6	0.1652	2442.3	616	0.3293	202.9
617	0.0436	645.6	0.1652	2446.3	617	0.3291	203.1
618	0.0436	646.7	0.1652	2450.2	618	0.3289	203.2
619	0.0436	647.7	0.1652	2454.2	619	0.3286	203.4
620	0.0436	648.8	0.1652	2458.2	620	0.3284	203.6
621	0.0436	649.8	0.1652	2462.1	621	0.3282	203.8
622	0.0436	650.9	0.1652	2466.1	622	0.3280	204.0
623	0.0436	651.9	0.1652	2470.1	623	0.3277	204.2
624	0.0436	653.0	0.1652	2474.0	624	0.3275	204.4
625	0.0436	654.0	0.1652	2478.0	625	0.3273	204.5
626	0.0436	655.0	0.1652	2482.0	626	0.3270	204.7
627	0.0436	656.1	0.1652	2485.9	627	0.3268	204.9
628	0.0436	657.1	0.1652	2489.9	628	0.3266	205.1
629	0.0436	658.2	0.1652	2493.9	629	0.3264	205.3
630	0.0436	659.2	0.1652	2497.8	630	0.3261	205.5
631	0.0436	660.3	0.1652	2501.8	631	0.3259	205.7
632	0.0436	661.3	0.1652	2505.8	632	0.3257	205.8
633	0.0436	662.4	0.1652	2509.7	633	0.3255	206.0
634	0.0436	663.4	0.1652	2513.7	634	0.3252	206.2
635	0.0436	664.5	0.1652	2517.6	635	0.3250	206.4
636	0.0436	665.5	0.1652	2521.6	636	0.3248	206.6
637	0.0436	666.6	0.1652	2525.6	637	0.3246	206.8
638	0.0436	667.6	0.1652	2529.5	638	0.3244	206.9
639	0.0436	668.6	0.1652	2533.5	639	0.3241	207.1
640	0.0436	669.7	0.1652	2537.5	640	0.3239	207.3
641	0.0436	670.7	0.1652	2541.4	641	0.3237	207.5
642	0.0436	671.8	0.1652	2545.4	642	0.3235	207.7
643	0.0436	672.8	0.1652	2549.4	643	0.3233	207.9
644	0.0436	673.9	0.1652	2553.3	644	0.3230	208.0
645	0.0436	674.9	0.1652	2557.3	645	0.3228	208.2
646	0.0436	676.0	0.1652	2561.3	646	0.3226	208.4
647	0.0436	677.0	0.1652	2565.2	647	0.3224	208.6
648	0.0436	678.1	0.1652	2569.2	648	0.3222	208.8
649	0.0436	679.1	0.1652	2573.2	649	0.3219	208.9
650	0.0436	680.2	0.1652	2577.1	650	0.3217	209.1
651	0.0436	681.2	0.1652	2581.1	651	0.3215	209.3
652	0.0436	682.3	0.1652	2585.0	652	0.3213	209.5
653	0.0436	683.3	0.1652	2589.0	653	0.3211	209.7
654	0.0436	684.3	0.1652	2593.0	654	0.3209	209.9
655	0.0436	685.4	0.1652	2596.9	655	0.3207	210.0

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
656	0.0436	686.4	0.1652	2600.9	656	0.3204	210.2
657	0.0436	687.5	0.1652	2604.9	657	0.3202	210.4
658	0.0436	688.5	0.1652	2608.8	658	0.3200	210.6
659	0.0436	689.6	0.1652	2612.8	659	0.3198	210.8
660	0.0436	690.6	0.1652	2616.8	660	0.3196	210.9
661	0.0436	691.7	0.1652	2620.7	661	0.3194	211.1
662	0.0436	692.7	0.1652	2624.7	662	0.3192	211.3
663	0.0436	693.8	0.1652	2628.7	663	0.3190	211.5
664	0.0436	694.8	0.1652	2632.6	664	0.3188	211.7
665	0.0436	695.9	0.1652	2636.6	665	0.3186	211.8
666	0.0436	696.9	0.1652	2640.6	666	0.3183	212.0
667	0.0436	697.9	0.1652	2644.5	667	0.3181	212.2
668	0.0436	699.0	0.1652	2648.5	668	0.3179	212.4
669	0.0436	700.0	0.1652	2652.5	669	0.3177	212.6
670	0.0436	701.1	0.1652	2656.4	670	0.3175	212.7
671	0.0436	702.1	0.1652	2660.4	671	0.3173	212.9
672	0.0436	703.2	0.1652	2664.3	672	0.3171	213.1
673	0.0436	704.2	0.1652	2668.3	673	0.3169	213.3
674	0.0436	705.3	0.1652	2672.3	674	0.3167	213.5
675	0.0436	706.3	0.1652	2676.2	675	0.3165	213.6
676	0.0436	707.4	0.1652	2680.2	676	0.3163	213.8
677	0.0436	708.4	0.1652	2684.2	677	0.3161	214.0
678	0.0436	709.5	0.1652	2688.1	678	0.3159	214.2
679	0.0436	710.5	0.1652	2692.1	679	0.3157	214.3
680	0.0436	711.6	0.1652	2696.1	680	0.3155	214.5
681	0.0436	712.6	0.1652	2700.0	681	0.3153	214.7
682	0.0436	713.6	0.1652	2704.0	682	0.3151	214.9
683	0.0436	714.7	0.1652	2708.0	683	0.3149	215.1
684	0.0436	715.7	0.1652	2711.9	684	0.3147	215.2
685	0.0436	716.8	0.1652	2715.9	685	0.3145	215.4
686	0.0436	717.8	0.1652	2719.9	686	0.3143	215.6
687	0.0436	718.9	0.1652	2723.8	687	0.3141	215.8
688	0.0436	719.9	0.1652	2727.8	688	0.3139	215.9
689	0.0436	721.0	0.1652	2731.7	689	0.3137	216.1
690	0.0436	722.0	0.1652	2735.7	690	0.3135	216.3
691	0.0436	723.1	0.1652	2739.7	691	0.3133	216.5
692	0.0436	724.1	0.1652	2743.6	692	0.3131	216.7
693	0.0436	725.2	0.1652	2747.6	693	0.3129	216.8
694	0.0436	726.2	0.1652	2751.6	694	0.3127	217.0
695	0.0436	727.2	0.1652	2755.5	695	0.3125	217.2
696	0.0436	728.3	0.1652	2759.5	696	0.3123	217.4
697	0.0436	729.3	0.1652	2763.5	697	0.3121	217.5
698	0.0436	730.4	0.1652	2767.4	698	0.3119	217.7
699	0.0436	731.4	0.1652	2771.4	699	0.3117	217.9
700	0.0436	732.5	0.1652	2775.4	700	0.3115	218.1
701	0.0436	733.5	0.1652	2779.3	701	0.3113	218.2
702	0.0436	734.6	0.1652	2783.3	702	0.3111	218.4
703	0.0436	735.6	0.1652	2787.3	703	0.3109	218.6

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
704	0.0436	736.7	0.1652	2791.2	704	0.3108	218.8
705	0.0436	737.7	0.1652	2795.2	705	0.3106	218.9
706	0.0436	738.8	0.1652	2799.1	706	0.3104	219.1
707	0.0436	739.8	0.1652	2803.1	707	0.3102	219.3
708	0.0436	740.9	0.1652	2807.1	708	0.3100	219.5
709	0.0436	741.9	0.1652	2811.0	709	0.3098	219.6
710	0.0436	742.9	0.1652	2815.0	710	0.3096	219.8
711	0.0436	744.0	0.1652	2819.0	711	0.3094	220.0
712	0.0436	745.0	0.1652	2822.9	712	0.3092	220.2
713	0.0436	746.1	0.1652	2826.9	713	0.3090	220.3
714	0.0436	747.1	0.1652	2830.9	714	0.3089	220.5
715	0.0436	748.2	0.1652	2834.8	715	0.3087	220.7
716	0.0436	749.2	0.1652	2838.8	716	0.3085	220.9
717	0.0436	750.3	0.1652	2842.8	717	0.3083	221.0
718	0.0436	751.3	0.1652	2846.7	718	0.3081	221.2
719	0.0436	752.4	0.1652	2850.7	719	0.3079	221.4
720	0.0436	753.4	0.1652	2854.7	720	0.3077	221.6
721	0.0436	754.5	0.1652	2858.6	721	0.3075	221.7
722	0.0436	755.5	0.1652	2862.6	722	0.3074	221.9
723	0.0436	756.5	0.1652	2866.6	723	0.3072	222.1
724	0.0436	757.6	0.1652	2870.5	724	0.3070	222.3
725	0.0436	758.6	0.1652	2874.5	725	0.3068	222.4
726	0.0436	759.7	0.1652	2878.4	726	0.3066	222.6
727	0.0436	760.7	0.1652	2882.4	727	0.3064	222.8
728	0.0436	761.8	0.1652	2886.4	728	0.3063	223.0
729	0.0436	762.8	0.1652	2890.3	729	0.3061	223.1
730	0.0436	763.9	0.1652	2894.3	730	0.3059	223.3
731	0.0436	764.9	0.1652	2898.3	731	0.3057	223.5
732	0.0436	766.0	0.1652	2902.2	732	0.3055	223.6
733	0.0436	767.0	0.1652	2906.2	733	0.3053	223.8
734	0.0436	768.1	0.1652	2910.2	734	0.3052	224.0
735	0.0436	769.1	0.1652	2914.1	735	0.3050	224.2
736	0.0436	770.2	0.1652	2918.1	736	0.3048	224.3
737	0.0436	771.2	0.1652	2922.1	737	0.3046	224.5
738	0.0436	772.2	0.1652	2926.0	738	0.3044	224.7
739	0.0436	773.3	0.1652	2930.0	739	0.3043	224.9
740	0.0436	774.3	0.1652	2934.0	740	0.3041	225.0
741	0.0436	775.4	0.1652	2937.9	741	0.3039	225.2
742	0.0436	776.4	0.1652	2941.9	742	0.3037	225.4
743	0.0436	777.5	0.1652	2945.8	743	0.3036	225.5
744	0.0436	778.5	0.1652	2949.8	744	0.3034	225.7
745	0.0436	779.6	0.1652	2953.8	745	0.3032	225.9
746	0.0436	780.6	0.1652	2957.7	746	0.3030	226.1
747	0.0436	781.7	0.1652	2961.7	747	0.3028	226.2
748	0.0436	782.7	0.1652	2965.7	748	0.3027	226.4
749	0.0436	783.8	0.1652	2969.6	749	0.3025	226.6
750	0.0436	784.8	0.1652	2973.6	750	0.3023	226.7
751	0.0436	785.8	0.1652	2977.6	751	0.3021	226.9

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
752	0.0436	786.9	0.1652	2981.5	752	0.3020	227.1
753	0.0436	787.9	0.1652	2985.5	753	0.3018	227.2
754	0.0436	789.0	0.1652	2989.5	754	0.3016	227.4
755	0.0436	790.0	0.1652	2993.4	755	0.3014	227.6
756	0.0436	791.1	0.1652	2997.4	756	0.3013	227.8
757	0.0436	792.1	0.1652	3001.4	757	0.3011	227.9
758	0.0436	793.2	0.1652	3005.3	758	0.3009	228.1
759	0.0436	794.2	0.1652	3009.3	759	0.3008	228.3
760	0.0436	795.3	0.1652	3013.2	760	0.3006	228.4
761	0.0436	796.3	0.1652	3017.2	761	0.3004	228.6
762	0.0436	797.4	0.1652	3021.2	762	0.3002	228.8
763	0.0436	798.4	0.1652	3025.1	763	0.3001	228.9
764	0.0436	799.4	0.1652	3029.1	764	0.2999	229.1
765	0.0436	800.5	0.1652	3033.1	765	0.2997	229.3
766	0.0436	801.5	0.1652	3037.0	766	0.2996	229.5
767	0.0436	802.6	0.1652	3041.0	767	0.2994	229.6
768	0.0436	803.6	0.1652	3045.0	768	0.2992	229.8
769	0.0436	804.7	0.1652	3048.9	769	0.2990	230.0
770	0.0436	805.7	0.1652	3052.9	770	0.2989	230.1
771	0.0436	806.8	0.1652	3056.9	771	0.2987	230.3
772	0.0436	807.8	0.1652	3060.8	772	0.2985	230.5
773	0.0436	808.9	0.1652	3064.8	773	0.2984	230.6
774	0.0436	809.9	0.1652	3068.8	774	0.2982	230.8
775	0.0436	811.0	0.1652	3072.7	775	0.2980	231.0
776	0.0436	812.0	0.1652	3076.7	776	0.2979	231.1
777	0.0436	813.1	0.1652	3080.6	777	0.2977	231.3
778	0.0436	814.1	0.1652	3084.6	778	0.2975	231.5
779	0.0436	815.1	0.1652	3088.6	779	0.2974	231.6
780	0.0436	816.2	0.1652	3092.5	780	0.2972	231.8
781	0.0436	817.2	0.1652	3096.5	781	0.2970	232.0
782	0.0436	818.3	0.1652	3100.5	782	0.2969	232.2
783	0.0436	819.3	0.1652	3104.4	783	0.2967	232.3
784	0.0436	820.4	0.1652	3108.4	784	0.2965	232.5
785	0.0436	821.4	0.1652	3112.4	785	0.2964	232.7
786	0.0436	822.5	0.1652	3116.3	786	0.2962	232.8
787	0.0436	823.5	0.1652	3120.3	787	0.2960	233.0
788	0.0436	824.6	0.1652	3124.3	788	0.2959	233.2
789	0.0436	825.6	0.1652	3128.2	789	0.2957	233.3
790	0.0436	826.7	0.1652	3132.2	790	0.2956	233.5
791	0.0436	827.7	0.1652	3136.2	791	0.2954	233.7
792	0.0436	828.7	0.1652	3140.1	792	0.2952	233.8
793	0.0436	829.8	0.1652	3144.1	793	0.2951	234.0
794	0.0436	830.8	0.1652	3148.1	794	0.2949	234.2
795	0.0436	831.9	0.1652	3152.0	795	0.2947	234.3
796	0.0436	832.9	0.1652	3156.0	796	0.2946	234.5
797	0.0436	834.0	0.1652	3159.9	797	0.2944	234.7
798	0.0436	835.0	0.1652	3163.9	798	0.2943	234.8
799	0.0436	836.1	0.1652	3167.9	799	0.2941	235.0

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
800	0.0436	837.1	0.1652	3171.8	800	0.2939	235.2
801	0.0436	838.2	0.1652	3175.8	801	0.2938	235.3
802	0.0436	839.2	0.1652	3179.8	802	0.2936	235.5
803	0.0436	840.3	0.1652	3183.7	803	0.2935	235.7
804	0.0436	841.3	0.1652	3187.7	804	0.2933	235.8
805	0.0436	842.4	0.1652	3191.7	805	0.2932	236.0
806	0.0436	843.4	0.1652	3195.6	806	0.2930	236.2
807	0.0436	844.4	0.1652	3199.6	807	0.2928	236.3
808	0.0436	845.5	0.1652	3203.6	808	0.2927	236.5
809	0.0436	846.5	0.1652	3207.5	809	0.2925	236.6
810	0.0436	847.6	0.1652	3211.5	810	0.2924	236.8
811	0.0436	848.6	0.1652	3215.5	811	0.2922	237.0
812	0.0436	849.7	0.1652	3219.4	812	0.2920	237.1
813	0.0436	850.7	0.1652	3223.4	813	0.2919	237.3
814	0.0436	851.8	0.1652	3227.3	814	0.2917	237.5
815	0.0436	852.8	0.1652	3231.3	815	0.2916	237.6
816	0.0436	853.9	0.1652	3235.3	816	0.2914	237.8
817	0.0436	854.9	0.1652	3239.2	817	0.2913	238.0
818	0.0436	856.0	0.1652	3243.2	818	0.2911	238.1
819	0.0436	857.0	0.1652	3247.2	819	0.2910	238.3
820	0.0436	858.0	0.1652	3251.1	820	0.2908	238.5
821	0.0436	859.1	0.1652	3255.1	821	0.2907	238.6
822	0.0436	860.1	0.1652	3259.1	822	0.2905	238.8
823	0.0436	861.2	0.1652	3263.0	823	0.2903	239.0
824	0.0436	862.2	0.1652	3267.0	824	0.2902	239.1
825	0.0436	863.3	0.1652	3271.0	825	0.2900	239.3
826	0.0436	864.3	0.1652	3274.9	826	0.2899	239.4
827	0.0436	865.4	0.1652	3278.9	827	0.2897	239.6
828	0.0436	866.4	0.1652	3282.9	828	0.2896	239.8
829	0.0436	867.5	0.1652	3286.8	829	0.2894	239.9
830	0.0436	868.5	0.1652	3290.8	830	0.2893	240.1
831	0.0436	869.6	0.1652	3294.7	831	0.2891	240.3
832	0.0436	870.6	0.1652	3298.7	832	0.2890	240.4
833	0.0436	871.7	0.1652	3302.7	833	0.2888	240.6
834	0.0436	872.7	0.1652	3306.6	834	0.2887	240.8
835	0.0436	873.7	0.1652	3310.6	835	0.2885	240.9
836	0.0436	874.8	0.1652	3314.6	836	0.2884	241.1
837	0.0436	875.8	0.1652	3318.5	837	0.2882	241.2
838	0.0436	876.9	0.1652	3322.5	838	0.2881	241.4
839	0.0436	877.9	0.1652	3326.5	839	0.2879	241.6
840	0.0436	879.0	0.1652	3330.4	840	0.2878	241.7
841	0.0436	880.0	0.1652	3334.4	841	0.2876	241.9
842	0.0436	881.1	0.1652	3338.4	842	0.2875	242.1
843	0.0436	882.1	0.1652	3342.3	843	0.2873	242.2
844	0.0436	883.2	0.1652	3346.3	844	0.2872	242.4
845	0.0436	884.2	0.1652	3350.3	845	0.2870	242.5
846	0.0436	885.3	0.1652	3354.2	846	0.2869	242.7
847	0.0436	886.3	0.1652	3358.2	847	0.2867	242.9

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
848	0.0436	887.3	0.1652	3362.2	848	0.2866	243.0
849	0.0436	888.4	0.1652	3366.1	849	0.2864	243.2
850	0.0436	889.4	0.1652	3370.1	850	0.2863	243.4
851	0.0436	890.5	0.1652	3374.0	851	0.2862	243.5
852	0.0436	891.5	0.1652	3378.0	852	0.2860	243.7
853	0.0436	892.6	0.1652	3382.0	853	0.2859	243.8
854	0.0436	893.6	0.1652	3385.9	854	0.2857	244.0
855	0.0436	894.7	0.1652	3389.9	855	0.2856	244.2
856	0.0436	895.7	0.1652	3393.9	856	0.2854	244.3
857	0.0436	896.8	0.1652	3397.8	857	0.2853	244.5
858	0.0436	897.8	0.1652	3401.8	858	0.2851	244.6
859	0.0436	898.9	0.1652	3405.8	859	0.2850	244.8
860	0.0436	899.9	0.1652	3409.7	860	0.2848	245.0
861	0.0436	901.0	0.1652	3413.7	861	0.2847	245.1
862	0.0436	902.0	0.1652	3417.7	862	0.2846	245.3
863	0.0436	903.0	0.1652	3421.6	863	0.2844	245.4
864	0.0436	904.1	0.1652	3425.6	864	0.2843	245.6
865	0.0436	905.1	0.1652	3429.6	865	0.2841	245.8
866	0.0436	906.2	0.1652	3433.5	866	0.2840	245.9
867	0.0436	907.2	0.1652	3437.5	867	0.2838	246.1
868	0.0436	908.3	0.1652	3441.4	868	0.2837	246.3
869	0.0436	909.3	0.1652	3445.4	869	0.2836	246.4
870	0.0436	910.4	0.1652	3449.4	870	0.2834	246.6
871	0.0436	911.4	0.1652	3453.3	871	0.2833	246.7
872	0.0436	912.5	0.1652	3457.3	872	0.2831	246.9
873	0.0436	913.5	0.1652	3461.3	873	0.2830	247.1
874	0.0436	914.6	0.1652	3465.2	874	0.2828	247.2
875	0.0436	915.6	0.1652	3469.2	875	0.2827	247.4
876	0.0436	916.6	0.1652	3473.2	876	0.2826	247.5
877	0.0436	917.7	0.1652	3477.1	877	0.2824	247.7
878	0.0436	918.7	0.1652	3481.1	878	0.2823	247.8
879	0.0436	919.8	0.1652	3485.1	879	0.2821	248.0
880	0.0436	920.8	0.1652	3489.0	880	0.2820	248.2
881	0.0436	921.9	0.1652	3493.0	881	0.2819	248.3
882	0.0436	922.9	0.1652	3497.0	882	0.2817	248.5
883	0.0436	924.0	0.1652	3500.9	883	0.2816	248.6
884	0.0436	925.0	0.1652	3504.9	884	0.2815	248.8
885	0.0436	926.1	0.1652	3508.8	885	0.2813	249.0
886	0.0436	927.1	0.1652	3512.8	886	0.2812	249.1
887	0.0436	928.2	0.1652	3516.8	887	0.2810	249.3
888	0.0436	929.2	0.1652	3520.7	888	0.2809	249.4
889	0.0436	930.2	0.1652	3524.7	889	0.2808	249.6
890	0.0436	931.3	0.1652	3528.7	890	0.2806	249.8
891	0.0436	932.3	0.1652	3532.6	891	0.2805	249.9
892	0.0436	933.4	0.1652	3536.6	892	0.2804	250.1
893	0.0436	934.4	0.1652	3540.6	893	0.2802	250.2
894	0.0436	935.5	0.1652	3544.5	894	0.2801	250.4
895	0.0436	936.5	0.1652	3548.5	895	0.2799	250.5

appendix d – table of threshold values

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
896	0.0436	937.6	0.1652	3552.5	896	0.2798	250.7
897	0.0436	938.6	0.1652	3556.4	897	0.2797	250.9
898	0.0436	939.7	0.1652	3560.4	898	0.2795	251.0
899	0.0436	940.7	0.1652	3564.4	899	0.2794	251.2
900	0.0436	941.8	0.1652	3568.3	900	0.2793	251.3
901	0.0436	942.8	0.1652	3572.3	901	0.2791	251.5
902	0.0436	943.9	0.1652	3576.2	902	0.2790	251.7
903	0.0436	944.9	0.1652	3580.2	903	0.2789	251.8
904	0.0436	945.9	0.1652	3584.2	904	0.2787	252.0
905	0.0436	947.0	0.1652	3588.1	905	0.2786	252.1
906	0.0436	948.0	0.1652	3592.1	906	0.2785	252.3
907	0.0436	949.1	0.1652	3596.1	907	0.2783	252.4
908	0.0436	950.1	0.1652	3600.0	908	0.2782	252.6
909	0.0436	951.2	0.1652	3604.0	909	0.2781	252.8
910	0.0436	952.2	0.1652	3608.0	910	0.2779	252.9
911	0.0436	953.3	0.1652	3611.9	911	0.2778	253.1
912	0.0436	954.3	0.1652	3615.9	912	0.2777	253.2
913	0.0436	955.4	0.1652	3619.9	913	0.2775	253.4
914	0.0436	956.4	0.1652	3623.8	914	0.2774	253.5
915	0.0436	957.5	0.1652	3627.8	915	0.2773	253.7
916	0.0436	958.5	0.1652	3631.8	916	0.2771	253.9
917	0.0436	959.5	0.1652	3635.7	917	0.2770	254.0
918	0.0436	960.6	0.1652	3639.7	918	0.2769	254.2
919	0.0436	961.6	0.1652	3643.7	919	0.2767	254.3
920	0.0436	962.7	0.1652	3647.6	920	0.2766	254.5
921	0.0436	963.7	0.1652	3651.6	921	0.2765	254.6
922	0.0436	964.8	0.1652	3655.5	922	0.2763	254.8
923	0.0436	965.8	0.1652	3659.5	923	0.2762	254.9
924	0.0436	966.9	0.1652	3663.5	924	0.2761	255.1
925	0.0436	967.9	0.1652	3667.4	925	0.2760	255.3
926	0.0436	969.0	0.1652	3671.4	926	0.2758	255.4
927	0.0436	970.0	0.1652	3675.4	927	0.2757	255.6
928	0.0436	971.1	0.1652	3679.3	928	0.2756	255.7
929	0.0436	972.1	0.1652	3683.3	929	0.2754	255.9
930	0.0436	973.2	0.1652	3687.3	930	0.2753	256.0
931	0.0436	974.2	0.1652	3691.2	931	0.2752	256.2
932	0.0436	975.2	0.1652	3695.2	932	0.2751	256.3
933	0.0436	976.3	0.1652	3699.2	933	0.2749	256.5
934	0.0436	977.3	0.1652	3703.1	934	0.2748	256.7
935	0.0436	978.4	0.1652	3707.1	935	0.2747	256.8
936	0.0436	979.4	0.1652	3711.1	936	0.2745	257.0
937	0.0436	980.5	0.1652	3715.0	937	0.2744	257.1
938	0.0436	981.5	0.1652	3719.0	938	0.2743	257.3
939	0.0436	982.6	0.1652	3722.9	939	0.2742	257.4
940	0.0436	983.6	0.1652	3726.9	940	0.2740	257.6
941	0.0436	984.7	0.1652	3730.9	941	0.2739	257.7
942	0.0436	985.7	0.1652	3734.8	942	0.2738	257.9
943	0.0436	986.8	0.1652	3738.8	943	0.2737	258.1

Adj Fleet Size	Accident Thresh pts/v/mth	Max Accident pts/24mth	Conviction Thresh pts/v/mth	Max Convict pts/24mth	Number Vehicles Inspected	Inspection Thresh pts/v/insp	Max Inspect pts/24mth
944	0.0436	987.8	0.1652	3742.8	944	0.2735	258.2
945	0.0436	988.8	0.1652	3746.7	945	0.2734	258.4
946	0.0436	989.9	0.1652	3750.7	946	0.2733	258.5
947	0.0436	990.9	0.1652	3754.7	947	0.2731	258.7
948	0.0436	992.0	0.1652	3758.6	948	0.2730	258.8
949	0.0436	993.0	0.1652	3762.6	949	0.2729	259.0
950	0.0436	994.1	0.1652	3766.6	950	0.2728	259.1
951	0.0436	995.1	0.1652	3770.5	951	0.2726	259.3
952	0.0436	996.2	0.1652	3774.5	952	0.2725	259.4
953	0.0436	997.2	0.1652	3778.5	953	0.2724	259.6
954	0.0436	998.3	0.1652	3782.4	954	0.2723	259.8
955	0.0436	999.3	0.1652	3786.4	955	0.2722	259.9
956	0.0436	1000.4	0.1652	3790.3	956	0.2720	260.1
957	0.0436	1001.4	0.1652	3794.3	957	0.2719	260.2
958	0.0436	1002.5	0.1652	3798.3	958	0.2718	260.4
959	0.0436	1003.5	0.1652	3802.2	959	0.2717	260.5
960	0.0436	1004.5	0.1652	3806.2	960	0.2715	260.7
961	0.0436	1005.6	0.1652	3810.2	961	0.2714	260.8
962	0.0436	1006.6	0.1652	3814.1	962	0.2713	261.0
963	0.0436	1007.7	0.1652	3818.1	963	0.2712	261.1
964	0.0436	1008.7	0.1652	3822.1	964	0.2710	261.3
965	0.0436	1009.8	0.1652	3826.0	965	0.2709	261.4
966	0.0436	1010.8	0.1652	3830.0	966	0.2708	261.6
967	0.0436	1011.9	0.1652	3834.0	967	0.2707	261.7
968	0.0436	1012.9	0.1652	3837.9	968	0.2706	261.9
969	0.0436	1014.0	0.1652	3841.9	969	0.2704	262.1
970	0.0436	1015.0	0.1652	3845.9	970	0.2703	262.2
971	0.0436	1016.1	0.1652	3849.8	971	0.2702	262.4
972	0.0436	1017.1	0.1652	3853.8	972	0.2701	262.5
973	0.0436	1018.1	0.1652	3857.8	973	0.2700	262.7
974	0.0436	1019.2	0.1652	3861.7	974	0.2698	262.8
975	0.0436	1020.2	0.1652	3865.7	975	0.2697	263.0

Notes

F2

Appendix E – Accident Table

Accident Table
of allowable accidents by adjusted fleet size

The following table illustrates the maximum allowable number of accidents that a carrier of a given fleet size may accumulate in a 24-month period for accidents involving an impropriety in the form of driver action, driver condition or vehicle condition. This number is represented on the CVOR Public Abstract and CVOR Carrier Abstract as "Provincial Average Accidents".

Fleet Size	# of Acc
1-2	1
3-22	2
23-42	3
43-62	4
63-83	5
84-103	6
104-123	7
124-143	8
144-164	9
165-184	10
185-204	11
205-224	12
225-245	13
246-265	14
266-285	15
286-305	16
306-326	17
327-346	18
347-366	19
367-386	20
387-407	21
408-427	22
428-447	23
448-467	24
468-487	25
488-508	26
509-528	27
529-548	28
549-568	29
569-589	30
590-609	31
610-629	32
630-649	33
650-670	34
671-690	35
691-710	36
711-730	37
731-751	38
752-771	39
772-791	40
792-811	41
812-832	42
833-852	43
853-872	44
873-892	45
893-913	46
914-933	47
934-953	48
954-973	49
974-994	50
995-1014	51
1015-1034	52
1035-1054	53
1055-1075	54
1076-1095	55
1096-1115	56
1116-1135	57
1136-1156	58
1157-1176	59
1177-1196	60
1197-1216	61
1217-1236	62
1237-1257	63
1258-1277	64
1278-1297	65
1298-1317	66
1318-1338	67
1339-1358	68
1359-1378	69
1379-1398	70
1399-1419	71
1420-1439	72
1440-1459	73
1460-1479	74
1480-1500	75
1501-1520	76
1521-1540	77
1541-1560	78
1561-1581	79
1582-1601	80
1602-1621	81
1622-1641	82
1642-1662	83
1663-1682	84
1683-1702	85
1703-1722	86
1723-1743	87
1744-1763	88
1764-1783	89
1784-1803	90
1804-1824	91
1825-1844	92
1845-1864	93
1865-1884	94
1885-1904	95
1905-1925	96
1926-1945	97
1946-1965	98
1966-1985	99
1986-2006	100
2007-2026	101
2027-2046	102
2047-2066	103
2067-2087	104
2088-2107	105
2108-2127	106
2128-2147	107
2148-2168	108
2169-2188	109
2189-2208	110
2209-2228	111
2229-2249	112
2250-2269	113
2270-2289	114
2290-2309	115
2310-2330	116
2331-2350	117
2351-2370	118
2371-2390	119
2391-2411	120
2412-2431	121
2432-2451	122
2452-2471	123
2472-2492	124

appendix e – accident table

Fleet Size	# of Acc
2493-2512	125
2513-2532	126
2533-2552	127
2553-2573	128
2574-2593	129
2594-2613	130
2614-2633	131
2634-2653	132
2654-2674	133
2675-2694	134
2695-2714	135
2715-2734	136
2735-2755	137
2756-2775	138
2776-2795	139
2796-2815	140
2816-2836	141
2837-2856	142
2857-2876	143
2877-2896	144
2897-2917	145
2918-2937	146
2938-2957	147
2958-2977	148
2978-2998	149
2999-3018	150
3019-3038	151
3039-3058	152
3059-3079	153
3080-3099	154
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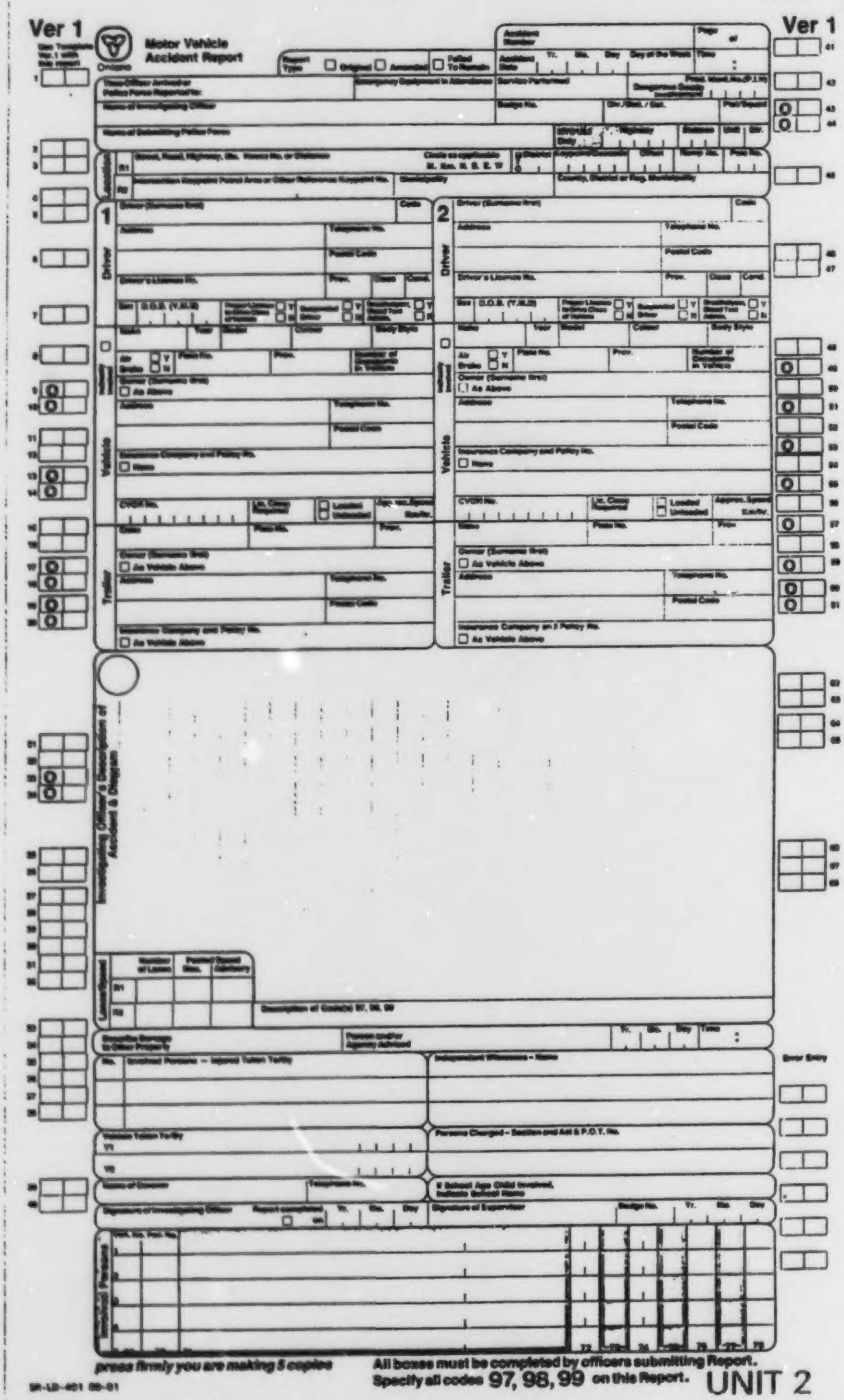
Appendix E - Motor Vehicle Accident Report



Ver 1

Ontario

Motor Vehicle Accident Report

Ver 1

Driver

Vehicle

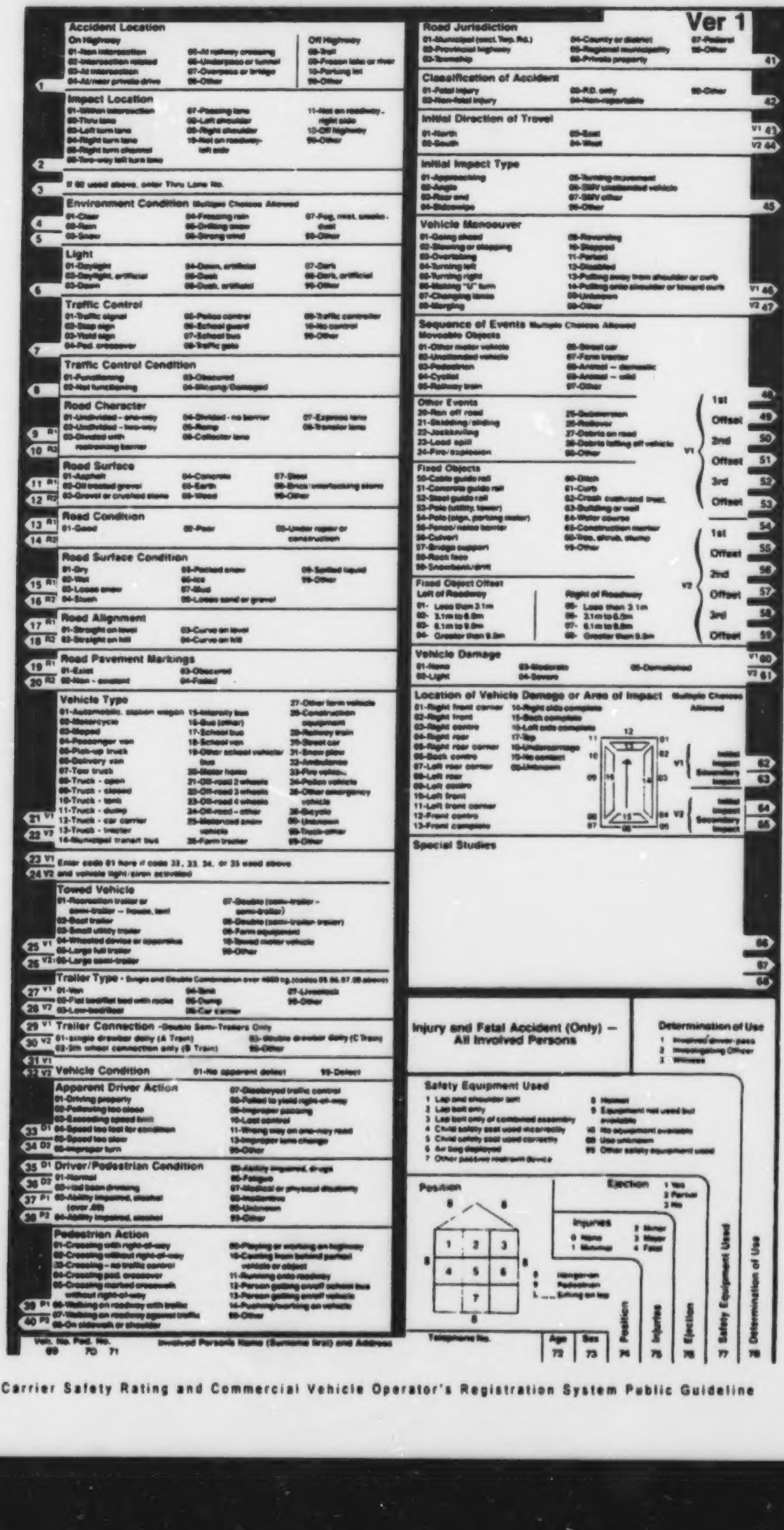
Trailer

press firmly you are making 5 copies

All boxes must be completed by officers submitting Report.
Specify all codes 97, 98, 99 on this Report.

UNIT 2

Appendix E - Motor Vehicle Accident Report Template



Ver 1

Accident Location

On Highway

Off Highway

Impact Location

If 02 used above, enter Thru Lane No.

Environment Condition Multiple Choices Allowed

Light

Traffic Control

Traffic Control Condition

Road Character

Road Surface

Road Condition

Road Surface Condition

Road Alignment

Road Pavement Markings

Vehicle Type

Towed Vehicle

Trailer Type

Trailer Connection

Vehicle Condition

Apparent Driver Action

Driver/Pedestrian Condition

Pedestrian Action

Road Jurisdiction

Classification of Accident

Initial Direction of Travel

Initial Impact Type

Vehicle Manoeuver

Sequence of Events Multiple Choices Allowed

Moveable Objects

Other Events

Fixed Objects

Fixed Object Offset

Left of Roadway

Right of Roadway

Vehicle Damage

Location of Vehicle Damage or Area of Impact Multiple Choices Allowed

Special Studies

Injury and Fatal Accident (Only) – All Involved Persons

Determination of Use

Safety Equipment Used

Position

Ejection

Injuries

1st
Offset
2nd
Offset
3rd
Offset
Initial Impact
Secondary Impact
Veh. No.
Ped. No.
Involved Persons Name (Surname first) and Address
Telephone No.
Age
Sex
Position
Injuries
Ejection
Safety Equipment Used
Determination of Use

Appendix E - Accident Prevention Manual

Foreword

Accident prevention should be a priority to every commercial vehicle operator. This manual is organized alphabetically into key areas that should be considered by carriers to reduce the number and severity of accidents involving commercial vehicles. Suggestions are given that should help management, trainers and drivers reduce accidents and the costs associated with them.

This manual is based on a similar document that was prepared by Federal Motor Carrier Safety Administration (FMCSA) in the United States. Any changes were largely restricted to those that made the content of this document accurate according to the standards that are applied to commercial vehicle operators in the province of Ontario. This manual can also be viewed by visiting the FMCSA at *http://mchs.fhwa.dot.gov/factsfigs/accidenthm.htm*.

Safety specialists can use this manual to assist them in guiding carrier companies toward improved safety. Safety management within carrier companies can use this manual to promote dialogue among its staff relating to vehicle accident analysis and prevention. Maintenance personnel and drivers can benefit from reviewing and practising the many safety tips provided specifically for their area of responsibilities.

The manual addresses accidents that can be prevented through reasonably expected performance by drivers and carriers. It presents means for improving such performance. However, it does not set out criteria for judging whether the performance of drivers and carriers in particular circumstances are reasonable. Nor is the manual intended to be an interpretation of applicable provincial or federal regulations.

It is recognized that some accidents result from causes beyond the reasonable control of carriers and their drivers. Such accidents are not preventable with respect to the carrier and driver and are therefore not addressed in this manual.

Contents

The following issues are discussed in alphabetical order:

- Accident Preventability Evaluations
- Brake Performance
- Cargo Securement
- Company Driver Manuals
- Crossing Intersections
- Defensive Driving
- Drinking and Substance Abuse

Contents ... cont'd

- Driver Inspection Reports and Procedures
- Driver Qualifications and Performance
- Driver Safety Infractions
- Driver Training Aids
- Driving in Adverse Conditions
- Emergency Equipment and Procedures
- Fifth Wheel Hitches and Adjustable Brakes
- Fleet Safety Program and Supervision
- Full-Trailer Coupling
- Illness and Fatigue
- Negotiating Curves
- Negotiating Downgrades
- Parking
- Passenger Management
- Passing
- Payload Characteristics
- Pedestrian Interaction
- Planning Schedules, Loads and Routes
- Preventive Maintenance and Inspection Procedures
- Right-of-Way
- Safe Driving Recognition
- Start-up/Back-up
- Steering System Performance
- Tire Inflation
- Tire Wear and Deterioration
- Truck Driving Schools
- Turning Left and Right
- Using and Changing Lanes
- Vehicle Lighting and Conspicuity

Accident Preventability Evaluations

Objective:

To reduce accident rates by establishing a company standard for safe driving.

Description:

A preventable accident is one, which occurs because the driver fails to act in an appropriate manner to prevent it. In judging whether the driver's actions were reasonable, the carrier should try to determine whether the driver drove defensively and demonstrated an acceptable level of skill and knowledge. The definition of what is reasonable may be set out in the carrier's safety management program.

Establishing a definition of a 'preventable accident' may be used to achieve the following goals:

- establish a safe driving standard for drivers
- provides a standard for evaluating individual drivers
- provides an objective for accident investigations and evaluations
- provides a means for evaluating the safety performance of the fleet as a whole
- provides a means for monitoring the effectiveness of fleet safety programs
- assists in dealing with driver safety infractions
- assists in the implementation of safe driving recognition programs

Questions for Management:

- Does the company have a program for investigating accidents?
- Is there a company accident review committee?
- Has the company defined a standard for the safe driving performance of its drivers?
- Is the carrier's standard for safe driving performance sufficiently challenging such that it would serve to highlight areas for fleet safety improvement?
- Are the drivers instructed as to what the company standard for safe driving is?
- Are the drivers instructed about company procedure for evaluating accidents?

Brake Performance

Objective:

To reduce accidents associated with insufficient braking ability.

Description:

The braking system is one of several key safety-related items. Catastrophic brake failure, such as sudden air loss, may lead to loss of control of the vehicle. Progressive brake deterioration, such as brake shoe wear without adjustment to compensate, can be even more dangerous because it may not appear to be a problem during normal driving, but may result in an accident during emergency braking applications.

Questions for Management:

- Are preventive maintenance procedures adequate to detect and repair worn or defective brake system components? Do you have established standards for indicating out-of-service conditions for brake system components which deteriorate progressively i.e. air leaks, brake shoe wear, drum wear, bearing seal leakage?
- Are drivers adequately trained to detect brake problems during their inspections?
- Are mechanics and maintenance supervisors adequately trained?
- Do you have an inspection lane for checking brake adjustment?

Driving Tips:

- Test your brakes for stopping performance before going on highway.
- Make sure that your brakes are properly adjusted.
- Learn how to determine if the air system is operating properly.
- Check to make sure that low air warning devices are functioning.
- During a trip, before entering severe downgrades, stop and check brake adjustment.

Cargo Securement

Objective:

To reduce the number of truck rollover or falling cargo accidents.

Description:

Cargo that breaks loose on the road can make a driver lose control of the vehicle and present a hazard for other drivers. Shifting cargo can cause loss of control and truck rollover.

Questions for Management:

- Are your trailers equipped with proper tie downs and front-end structures?
- Are drivers and dock personnel knowledgeable in proper methods for blocking and bracing?
- Does your company carry unusual payloads, which are prone to shifting and must be secured in specific ways?
- Are spare wheels and accessory equipment properly secured?

Driving Tips:

- Check to make sure that loads have been properly secured.
- Periodically check to see that tie downs and bracing are still in place and the cargo has not shifted.
- Some cargo such as liquids in cargo tanks or portable tanks, has a tendency to shift: you must drive at reduced speeds during turns or braking to prevent loss of control.
- Pay particular attention to bracing and tie downs when picking up unusual cargoes. Be sure that the loading personnel have done their job properly.

Company Driver Manuals

Objective:

To improve fleet safety through improved communication.

Description:

The company driver manual is a key communication link between the company and its drivers. It conveniently brings together information about the company, its policies and procedures. It is indispensable for training new drivers and is a handy reference for existing drivers. The manual should be progressively developed and continually updated.

Questions for Management:

- Does the company have an updated manual for its drivers?
- Does the manual describe the fleet safety program?
- Does it outline the carrier's standards for safe driving?
- Is the company procedure for review and classification of accidents included?
- Are the company's disciplinary procedures explained?
- Is the manual regularly reviewed and updated?

Crossing Intersections

Objective:

To prevent intersection accidents by anticipating the hazards involved and knowing how to safely avoid them.

Description:

Crossing intersections with long vehicles presents problems that automobile drivers do not have. Because of their length and their slow acceleration, trucks and buses take much more time to cross and clear intersecting roads than do automobiles. Also, at night, the sides of long vehicles may not be conspicuous to approaching drivers. Drivers of large vehicles must recognize these problems and take special care when crossing intersections, particularly when they are uncontrolled intersections.

Questions for Management:

- Have your drivers been trained in safe procedures for crossing intersecting roads?
- Do you know if your drivers are practising safe road crossing procedures?
- Do you ever have qualified personnel ride with drivers to assess safe driving habits?
- Do you have a procedure for approaching, entering, and traversing intersections?

Maintenance Tips:

- Check side marker lights on tractor, trailer and buses.

- Check cleanliness of sides of vehicles.
- Check reflectors and/or reflective tape on sides of vehicles.

Driving Tips:

- Approach intersection assuming that cross traffic may not obey traffic control and anticipate the need for avoidance.
- When crossing an uncontrolled intersection, allow enough time to clear the entire road with rear of the vehicle without interfering with cross traffic. Don't count on cross traffic slowing down to let you pass. They may not see you.
- Crossing uncontrolled intersections at night with large vehicles is especially hazardous. Although approaching drivers may see your headlights from the side, they may not realize you have a long trailer following. Keep sides of vehicle clean and keep side marker light operational. Be very careful with dark-coloured unloaded flatbed trailers.

Defensive Driving

Objective:

To prevent accidents by trying to anticipate hazardous situations and adjusting driver behaviour to compensate.

Description:

The defensive driver tries to recognize potentially hazardous situations in time to safely manoeuvre past them. The defensive driver assumes that other drivers may make mistakes and is on guard in the event that an error is made. The defensive driver looks ahead for advance warning of approaching hazards.

Questions for Management:

- Do you have a qualified person ride along with drivers to evaluate their driving habits?
- Do the drivers understand how to be defensive drivers?
- Do drivers recognize that common situations such as crossing intersections, entering expressways and stopping can be hazardous?
- What does the company do to encourage defensive driving?
- Have the drivers been trained about defensive driving?
- Are the drivers aware of the concept of a 'preventable accident'?
- Does the company review accidents to determine if defensive driving was used?

Driving Tips:

- Learn to recognize driving situations that can be hazardous.
- Assume other drivers will make errors.
- Adjust speed, position, and direction to be able to move safely if a hazard develops.
- Scan far enough ahead to be able to react safely to approaching situations.
- Scan frequently to the side and rear for passing or approaching vehicles.
- Scan thoroughly before changing speed or direction.

Drinking and Substance Abuse

Objective:

To prevent accidents caused by drivers under the influence of alcohol or drugs.

Description:

It has been well documented that drivers under the influence of alcohol or drugs have been involved in many fatal traffic accidents. Drinking or substance abuse by drivers, of alcohol or drugs, cannot be tolerated. Company management must be acutely aware of the seriousness of this problem and establish procedures to effectively control it.

Questions for Management:

- Are the driving records and references of applicants checked thoroughly for evidence of drinking or substance abuse problems?
- Has a written policy been established which stipulates countermeasures that will be followed when dealing with abusers?
- Has a formal policy been made known to all drivers?
- Do drivers' immediate supervisors and dispatchers know how to identify people under the influence?
- Are immediate supervisors and dispatchers motivated to notify management about problem drivers?
- Has management educated drivers about the ways in which drinking and substance abuse affect driving performance?
- Does the company have a list of references and sources for help available to drivers?

Management Tips:

- Be aware of marked changes in work, behaviour, personal relations, emotional moods and appearance of your drivers.
- Immediate supervisors are in the best position to observe unusual driver behaviour.
- Do a thorough job in screening applicants regarding drinking and substance abuse. Your company can't afford to deal with the problems abusers will give you.

Driver Inspection Reports and Procedures

Objective:

To ensure that vehicles are in a safe operating condition while driven.

Description:

The driver is ultimately responsible to make sure that the vehicle being driven is in a safe operating condition. Appropriate inspection procedures and reports assist in ensuring this. The driver is also in a position to detect vehicle deficiencies and refer them to maintenance for repairs. Some vehicle deficiencies cannot be detected by periodic preventive maintenance and inspection procedures.

Questions for Management:

- Are there established inspection and reporting procedures for drivers?
- Are these procedures in compliance with relevant legislation/regulations?
- Are drivers adequately trained to inspect safety critical components and determine whether their condition is safe?
- Are drivers equipped with inspection aids and the necessary report forms?
- Do maintenance personnel respond when drivers report defects?
- Does the company have established standards for placing vehicles out-of-service?
- Are drivers encouraged not to drive when they discover a defect on a vehicle?

Driving Tips:

- Federal and provincial laws require that you may not drive a vehicle unless you are satisfied that it is in a safe operating condition.
- Carefully inspect the vehicle and report on its condition, as you are required to.
- During a trip you should monitor the condition of vehicle components which may affect the safety of the vehicle.
- If something seems to be wrong with the vehicle, stop and check it out. Do not continue with the trip until you are satisfied it is safe to do so.

Driver Qualifications and Performance

Objective:

To improve motor carrier fleet safety by recruiting qualified drivers and monitoring the performance and qualifications of existing drivers.

Description:

The great majority of preventable accidents are directly related to the performance of the driver. It is therefore extremely productive to any fleet safety program to carefully select new drivers and adequately monitor existing drivers.

Questions for Management:

When hiring new drivers:

- Are recruiting efforts attracting enough qualified applicants for effective selection?
- Is there an established formal procedure for interviewing, testing and screening applicants?
- Have defined standards of skill and knowledge for applicants been established?
- Are appropriate methods being used to check employment history and references?
- Have you checked the prior driving record of applicants?
- Are the applicants' physical qualifications checked?

When monitoring existing drivers:

- Is there a formal program for monitoring drivers' qualifications?
- Is there a periodic review of the driving record?
- Is there a periodic review of the drivers' health?
- Are drivers monitored for drug and alcohol abuse?
- Can you identify problems with a driver's skills and knowledge?
- Is remedial training available for drivers that need it?
- Is there an established procedure for terminating unqualified drivers?

Driver Safety Infractions

Objective:

To improve safety by remedial training or termination of unqualified drivers.

Description:

Driving is a profession requiring skill, knowledge, physical and mental health, and integrity. Public safety and company reputation requires that drivers be fully qualified. Drivers who are not qualified should receive remedial training or be terminated if they cannot be brought up to the necessary level of competence.

Questions for Management:

- Does the carrier have a program for reviewing driver qualification?
- Does the company have a standard for safe driving?
- Is there a company policy for issuing reprimands and terminations?
- Is progressive disciplinary action a feature of the policy?
- Are remedial training programs available?
- Is remedial training included in the progressive discipline?

Driver Training Aids

Objective:

To improve fleet safety through use of training aids.

Description:

There are many driver training aids available. It is important to determine what audio-visual aids, posters, manuals, pamphlets and other literature is most effective in improving the company's training program. Advice is available from a number of sources.

Questions for Management:

- Are audio-visual aids being utilized in the company's safety training program?
- Has the company recently investigated available driver training aids?
- Is retraining about new regulations and licence requirements done?

Management Tips:

- Driver training aids are available from the following sources:

- national and provincial truck and bus associations
- safety organizations
- insurance companies
- company in-house productions
- private sector providers and consultants

Driving in Adverse Conditions

Objective:

To prevent accidents and promote vehicle safety during adverse conditions.

Description:

Failure to adjust to adverse conditions is a major factor in accident causation. The adverse conditions most frequently encountered that cause reduced traction and reduced visibility. Reduced traction conditions include rain, snow, ice, slush, and gravel. Reduced visibility conditions include twilight, darkness, rain, snow, and fog. Drivers should not only develop the skills and judgement necessary to keep their own vehicle safely under control, they should also try to anticipate and be prepared to compensate for errors other drivers make during such poor driving conditions.

Questions for Management:

- Does the driver know how to judge safe speed on slippery surfaces?
- Does the driver know what causes jack-knifing and how to prevent it?
- Have drivers ever been trained to safely manoeuvre on slippery surfaces?
- Is there a safe off-road area available to drivers for practising vehicle handling on slippery surfaces?
- Do trip schedules take into account the effect of inclement weather?
- Should tire chains be used in severe weather conditions?

Maintenance Tips:

- Check side marker lights on tractor, trailer and bus
- Check tire tread wear and tire pressure.
- Check windshield wiper and washer condition.
- Check proper functioning of all lighting circuits, including emergency flashers.
- Ensure availability of tire chains when needed.
- Check mirror system.
- Check headlight beam aim.

Driving Tips:

Reduced traction conditions:

- Increase following distance to avoid a rear-end collision if other driver brakes hard.
- Use moderation in judging safe speed. To maintain a safe stopping distance, slow down, but not so much that you become a hazard to drivers behind.

- Apply brakes gently and steer without jerky movements.
- Beware when running empty or bobtailing. Lightly loaded wheels lock up easily during braking and this increases the chance of jack-knifing.
- Beware of travelling too slowly on slick, banked curves. The vehicle might slide sideways into opposing traffic or off the road.

Reduced visibility conditions:

- Use moderation in judging safe speed. To maintain a safe stopping, slow down, but not so much that you become a hazard to drivers behind.
- Keep vehicle clean, especially headlights, windshield, taillights.
- Use emergency flashers in extreme conditions.
- Be prepared to get off road and wait for conditions to improve if necessary.

Emergency Equipment and Procedures

Objective:

To prevent accidents during emergency situations by anticipating the hazards involved, knowing how to avoid them safely and using available emergency equipment.

Description:

Emergency situations include stalling in a travel lane, stopping for an accident in your path, engine compartment fire, wheel fire, burned-out light bulbs, blown fuse in lighting circuit, etc. Having emergency equipment available in your vehicle and knowing how to use it will assist in avoiding hazards that arise in these types of situations.

Questions for Management:

- Have drivers been trained about emergency equipment requirements and procedures?
- Are all your vehicles equipped with the required emergency equipment?
- Have you ever tested your drivers about how to place reflective triangles or how to use the fire extinguisher or what to do if their vehicle suddenly stalls on the roadway?
- Are your vehicles conspicuous enough when emergency equipment is used?

Maintenance Tips:

- Check emergency flashers - tractor and trailer
- Check fuses
- Have spare electrical fuses on hand (if fuses are used)
- Ensure reflective triangles are available
- Ensure fire extinguishers are available

Driving Tips:

- If you stall while driving, turn on emergency flashers immediately and try to coast off to shoulder if safe to do so.
- If you stall and stop on roadway, turn on emergency flashers immediately. Then set up reflective triangles. If you have a CB radio, call for help. At night, this is a very hazardous situation for both you and other drivers, so be extremely careful.
- Controlling and extinguishing fires safely requires special knowledge. If you don't know how to handle a fire emergency, you can easily make the situation worse and injure or kill yourself as well. Select a good reference on vehicle fire control and study it well. Since you will seldom encounter a fire, it is easy to forget what to do. Refresh your memory by reviewing procedures frequently.

Fifth Wheel Hitches and Adjustable Axles

Objective:

To eliminate accidents due to trailer separation, inactive trailer brakes or running lights, or trailer axle separation.

Description:

Proper coupling procedures of semi-trailers ensure that the coupling equipment remains in good order, the landing gear is not damaged, the airlines and electric lines are hooked up, the axle loads are balanced, and the coupling is secure.

Questions for Management:

- Are drivers trained in proper coupling procedures?
- Do drivers know how to check for proper condition of coupling equipment?
- Are preventive maintenance and service procedures being followed?

Driving Tips:

- Adjust trailer height to minimize coupling impact.
- Check conditions of kingpin and jaws.
- Check that the jaws are locked after coupling.
- Ensure that the landing gear is raised.
- Hook up air and electric lines carefully.
- If the trailer axle is adjustable, make sure it is locked properly.
- Check to see that the kingpin is not riding on top of the jaws.
- If the tractor has an adjustable fifth wheel, make sure adjustment is locked in fifth wheel position before driving the vehicle. Before driving away, apply the trailer brakes and pull the trailer gently to ensure the wheel is locked in position.

Fleet Safety Program and Supervision

Objective:

To improve safe driving performance with an effective fleet safety program.

Description:

Fleet safe driving performance requires a commitment by management to implement a formal fleet safety program. An effective safety program will involve most aspects of fleet operations, supervisors and drivers.

Questions for Management:

- Is there a formal fleet safety program?
- Does your fleet safety program include policies on how to:
  - recruit and screen new drivers?
  - monitor driver qualifications and safety infractions?
  - provide training to upgrade driver skills and knowledge?
  - investigate and review accidents?
  - implement safe driving incentives?
  - monitor maintenance and equipment safety?
  - oversee and implement regulatory compliance?
  - establish carrier safety standards?
  - communicate program goals to drivers and supervisory personnel?
  - monitor program effectiveness?
  - offer recognition to drivers who meet the required standard of performance?
- Is there a person responsible for safety and compliance with regulations?
- Is the safety director given the opportunity to attend training seminars and industry association meetings?
- Does the company and its supervisory staff maintain membership and remain active in trade and professional associations?

Full-Trailer Coupling

Objective:

To prevent accidents due to trailer separation.

Description:

Trailer separation can occur due to improper hitching, or inadequate or damaged equipment. Pintle hooks and ball hitches can uncouple if improperly latched. Hitch mounts could separate due to damage or lack of maintenance.

Questions for Management:

- Are power units and trailers equipped with properly rated ball hitches or pintle hooks?
- Are appropriate safety devices, such as chains and breakaway brakes available?
- Are hitches and safety devices being properly maintained?

- Are drivers trained and knowledgeable in the proper use of hitching equipment?

Driving Tips:

- Check to see that hitch components are in good condition on trailer and truck.
- Adjust coupler if necessary.
- Ensure that the pintle hook or ball hitch is properly locked.
- Ensure that safety chains are properly connected.
- Ensure that electric and airlines are properly connected.

Illness and Fatigue

Objective:

To prevent accidents caused by ill and fatigued drivers through the use of common sense and by compliance with regulations regarding physical qualifications and hours-of-service.

Description:

Everyone understands how ill or fatigued drivers can be a hazard to themselves and others. Nonetheless, drivers sometimes push their bodies beyond reasonable limits and become a hazard anyway. This is why comprehensive federal and provincial regulations have been established. In addition to being law, these regulations are useful guides to both drivers and supervisors in defining reasonable, sensible limitations on when medical conditions or duty status calls for rest and no driving.

Questions for Management:

- Are supervisors fully aware of all the regulations that relate to physical qualifications, medical examinations and hours-of-service?
- Are maximum on-duty and driving times clearly spelled out to your drivers?
- Do you crosscheck driver-logs with odometer readings, fuel receipts and weight scale tickets?
- Do you use tachographs or on-board trip computers if you suspect driver violations?
- Have drivers been explicitly informed how violations will be dealt with?

Driving Tips:

- Don't start a long trip unless you get a good sleep before you go.
- When possible, schedule your trips so that you drive when normally awake and sleep when you are normally asleep. Don't throw off your body clock more than necessary.
- Be careful with any kind of medication. Many medicines can make you sleepy.
- If you get drowsy, don't drive. Take a short nap until you can drive somewhere to get a good sleep.

Negotiating Curves

Objective:

To prevent rollover accidents by understanding how and why rollovers occur and how to judge safe speed approaching and negotiating curves.

Description:

When negotiating a curve at an excessive speed, commercial motor vehicles will roll over. Automobiles will lose traction and slide out of a curve instead of rolling over. The more top-heavy a vehicle is, the more likely it will roll over than slide out of a curve. During a tractor-trailer rollover, the trailer usually begins to roll before the tractor. By the time the driver realizes that the trailer is rolling, there is little that can be done to prevent a complete rollover.

Questions for Management:

- Do drivers know that the posted advisory speed on curves is for automobiles?
- Do your drivers know that commercial motor vehicles generally cannot negotiate curves at as high a speed as automobiles without the possibility of rolling over?
- Do your drivers know what conditions make rollovers more likely?

Driving Tips:

- Ensure that cargo loads are secured to prevent moving from side to side.
- Remember that top-heavy cargo will cause commercial vehicles to roll over in curves at speeds lower than those loaded with flat compact cargo.
- Reduce speed before entering curve. If you enter curves too fast, you may not have enough time to slow down before rolling over.
- Maintaining speeds at curve advisory may not be slow enough to prevent rollover of commercial vehicles.
- Since trailers usually begin to roll first, you may not know you are rolling over until it is too late. Slow down before you get into the curve.
- Stay off the shoulder in curves. Your right or left side wheels may drop or sink down into a shoulder and increase your chance of rollover.
- Slow down substantially for unfamiliar curves.

Maintenance Tips:

- Check for adequate fifth wheel lubrication.

Negotiating Downgrades

Objective:

To prevent accidents on downgrades by proper brake system maintenance and by developing the skills and knowledge needed to safely negotiate downgrades.

Description:

The main reason for loss of control on downgrades is brake failure, and the main reason for this is the use of improper control techniques by the driver. The brake system may be damaged or maladjusted and may not have sufficient capacity for downgrade control. Primary countermeasures for preventing a runaway are adequate driver skills; frequent checks on brake operation; adequate preventive maintenance.

Questions for Management:

- Have drivers been trained to properly control their vehicles on downgrades?
- Do drivers know how to select proper gearing for downgrade descents?
- Do drivers know how to check the condition of braking systems?
- How often does the maintenance crew inspect and adjust brake systems?
- If vehicles are equipped with brake application pressure gauges, do drivers know how to use them?

Maintenance Tips:

- Frequent brake inspection and adjustment. Inspect and adjust brakes more frequently for vehicles used in mountainous terrain, and check after every cross-country trip.
- Don't wait for slack adjuster stroke to exceed maximum allowable amount. Adjust to minimum acceptable stroke whenever convenient.
- Make every effort to replace aged brake lines and diaphragms before they fail.

Driving Tips:

- The gear to select for descending a grade should be no higher than that required for ascending the same grade. Some vehicles may require lower gears going down.
- Don't use more than light (10 psi) brake pressure to slow down. If speed cannot be controlled with light pressure, use a lower gear ratio.
- Don't use hand lever to apply only trailer brakes. You could overheat trailer brakes and not have enough capacity in tractor to control speed adequately.
- Stop, put truck in proper gear and check brake function before descending long, steep grades.

Parking

Objective:

To prevent accidents when parked, by anticipating the hazards involved and knowing how to safely avoid them.

Description:

Parking on or partially on a travel lane creates a hazard. This is especially true at night. On congested metropolitan streets, drivers expect to see parked vehicles in their lane and are usually ready to react and avoid them. On rural and high-speed roads, drivers do not expect to see vehicles parked in their lane. Their attention level may be lower and they may not be able to react quickly enough to avoid a collision.

Questions for Management:

- Have your drivers ever been trained regarding safe parking procedures?
- Do you know if your drivers are practising safe parking procedures?
- Do you have qualified personnel ride with your drivers to assess safe driving habits?
- Are your vehicles equipped with required emergency warning devices?
- Do drivers know how to set up triangles?
- Do drivers know where to place triangles?
- Does the entrance to your terminal provide sufficient space to park off the roadway?

Maintenance Tips:

- Clean vehicle, especially the rear.
- Check tail light and flasher operation.
- Have emergency reflective triangles and/or flares stored in vehicle.
- Check battery condition.

Driving Tips:

- Always try to park your vehicle off the road altogether. Even leaving a small portion of your vehicle on the travel lane creates a serious hazard.
- If you pull off onto the shoulder, turn on your flashers day or night. At night, drowsy drivers who see only taillights on your vehicle may follow you onto the shoulder thinking you are still moving.
- If a sudden breakdown or other emergency forces you to park on a travel lane, turn on your flashers immediately. Then set up reflective triangles at the proper distances immediately. If you have a CB, call for help. At night, this is an especially hazardous situation for both you and other drivers, be extremely careful.

Passenger Management

Objective:

To prevent accidents and injuries caused by unsafe passenger behaviour.

Description:

Passengers can distract the driver. Passengers can physically interfere with the driver. Passengers can restrict the driver's freedom to manoeuvre and avoid an accident. Passengers can injure themselves by not properly using vehicle seats. Whatever the case, the driver must manage the passengers to avoid such problems.

Questions for Management:

- Have drivers been trained to manage passengers for safe transportation?
- Do you know if your drivers are practising safe passenger management?

- Do you have qualified personnel ride with your drivers to assess their passenger management habits?
- Do vehicles comply with applicable federal and provincial regulations regarding safe design and required equipment?
- Do you require that drivers make pre-trip announcements regarding safe conduct?

Driving Tips:

- Do not drive if your passengers are in an unstable position. You might not be able to aggressively brake or steer to avoid an accident.
- Do not drive if standing passengers are close to you, as they may fall over you unexpectedly, causing you to lose control.
- Do make announcements informing passengers of their responsibility to act safely.
- If passengers refuse to co-operate, stop the bus until you are satisfied that it is safe to continue driving.

Passing

Objective:

To prevent accidents during passing by anticipating the hazards involved and knowing how to safely avoid them.

Description:

Safe passing requires well-developed skills and judgement. Passing includes checking sight distance ahead, checking mirrors for rear traffic, checking for traffic passing you, estimating speed and position of approaching vehicles; estimating time you need to safely pass, accelerating, steering, checking for traffic entering from side roads, etc. Because the driver must perform several tasks in a short time during passing, the chance of an error is high, unless the manoeuvre is done cautiously. Because it sometimes takes a long time before an opportunity to pass safely arises, some drivers take risks and assume other drivers will compensate for their own aggressiveness.

Questions for Management:

- Have your drivers been trained to perform safe passing manoeuvres?
- Do you know if your drivers are practising safe passing manoeuvres?
- Do you have qualified personnel ride with your drivers to assess their driving habits?
- Do you have a step-by-step procedure for safely completing a pass?

Maintenance Tips:

- Check for broken mirrors and loose mountings.
- Check tail light, brake light and turn signal function.

Driving Tips:

- Before you pass, check to be certain no one is passing you.

- Assume the driver in front of you doesn't know you are passing. That driver may pull to the left to pass a vehicle in front or make a left turn.
- While you are passing, watch carefully for vehicles that may be entering the roadway from side roads or driveways.
- Assume vehicles approaching from the opposite direction will not see you or slow down for you to complete your passing manoeuvre.
- Watch out for vehicles passing other vehicles from the opposite direction.
- If the vehicle you are trying to pass speeds up, let it go. Don't race.
- Don't take risks. If in doubt, don't pass.
- Signal your intentions to pass.

Payload Characteristics

Objective:

To reduce the number of accidents caused by overloading, poor load distribution and lack of clearance with fixed objects.

Description:

Improper loading procedures or route planning cause many accidents. Heavy, high, or offset loads can result in rollovers during emergency steering manoeuvres or when driving at excessive speeds. High trailers or oversize loads can result in collisions when routes are not planned.

Questions for Management:

- Are dispatchers knowledgeable in matching cargoes and vehicles during dispatching?
- Are drivers instructed how to deal with sealed cargoes?
- How does the company deal with the problem of overloading?
- Are drivers trained how to deal with top heavy or offset cargoes, or improper axle weight distribution?
- Are drivers trained to understand how and why rollovers occur?
- Are equipment purchasing specifications matched to anticipated loads?

Driving Tips:

- Make sure your vehicle and axle weights are within legal limits.
- Make sure you know your vehicle weight rating.
- Make sure that tire ratings and inflation are compatible with the load and driving conditions.
- Make sure that suspension and coupling ratings are appropriate for the load.
- When trailer is loaded with mixed cargo, have heavier articles loaded on the bottom.
- Check to see that heavy articles are not offset to one side of the trailer.
- When driving with heavy or high loads, use reduced speeds.
- Curve speed advisory signs normally do not apply to heavily loaded commercial vehicles; go slower.

- Be aware that trailer wheels off-track and may collide with curbs, or track onto unimproved shoulders, leading to loss of control when vehicle is heavily loaded.
- Know your vehicle height and plan your route so that you do not hit low bridges.
- When picking up a sealed trailer, find out payload characteristics.

Pedestrian Interaction

Objective:

To prevent accidents involving pedestrians by anticipating hazards likely when manoeuvring close to pedestrians and knowing how to handle such situations safely.

Description:

Most pedestrian accidents occur when the pedestrian walks onto a roadway and into the path of an approaching vehicle. Pedestrians often misjudge the speed and closeness of a commercial motor vehicle. Pedestrians assume you can and will slow down for them. Pedestrians think that because they can see you, you can see them. These kinds of errors in judgement are why pedestrian accidents frequently occur. Drivers should try to anticipate pedestrians making such errors and be prepared to compensate.

Questions for Management:

- Have your drivers ever been trained to manoeuvre safely near pedestrians?
- Do you know if your drivers manoeuvre around pedestrian traffic safely?
- Do you have qualified personnel ride with your drivers to assess their driving habits?

Maintenance Tips:

- Check for broken mirrors - loose mountings
- Check horn operation
- Check for adequate indirect vision devices

Driving Tips:

- When manoeuvring close to pedestrians, anticipate that the pedestrian may do the unexpected. Adjust your driving to safely avoid a pedestrian who jumps out in front of you. It is difficult for pedestrians to correctly judge how fast you are approaching. If you are going faster than normal for the area, you may count on the pedestrian judging there is time to cross when really there is not. Pedestrians will often assume that you see them and that you will slow down for them to complete their crossing. Don't assume they will give you the right-of-way until it is obvious they are waiting for you to pass.
- At night especially, pedestrians assume you can see them because they can see your headlights so easily. Be extra careful at night in pedestrian areas. Remember improper trailer tracking in turns may cause your trailer to run onto the sidewalk. Turn wide enough to avoid this and go very slowly. Pedestrians

all too often walk or stand in the blind spots in front and to the right of your vehicle. Scan around vehicle thoroughly when pedestrians are present.

Planning Schedules, Loads and Routes

Objective:

To maximize safe driving efficiency through planning at the dispatching level.

Description:

Assisting the driver with pre-trip planning avoids overburdening the driver with tight schedules, unusual cargoes, and unfamiliar or hazardous routes.

Questions for Management:

- Are Hours-of-Service regulations enforced?
- Are records of driver duty status maintained?
- Does the carrier have a means of forecasting available driver hours?
- Is dispatching planned to minimize the need for excessive on-duty schedules?
- Are tight schedules minimized and allowances made for adverse weather conditions?
- Are dispatchers knowledgeable in matching cargoes with vehicles during dispatching?
- Are drivers instructed on how to deal with sealed cargoes?
- How does the company handle the problem of overloading?
- Does the company instruct drivers on handling improperly loaded or secured cargoes?
- Are routes planned and drivers coached to avoid high hazard locations?
- Are schedules reviewed to ensure against Hours-of-Service violations?

Preventive Maintenance and Inspection Procedures

Objective:

To prevent accidents caused by vehicle defects.

Description:

Worn, failed or incorrectly adjusted components can cause or contribute to accidents. Preventive maintenance and periodic inspection procedures help to prevent failures from occurring. Such procedures also reduce reliance on the driver, who may have limited skill and knowledge for detecting vehicle deficiencies.

Questions for Management:

- Are there excessive demands for the repair of your vehicles? This should be viewed as an indicator of inadequate maintenance and inspection procedures, and a situation that could cause or contribute to accidents.
- Do you schedule periodic inspection and maintenance activities?

- Do you have a record-keeping system, that tracks maintenance, repairs, inspections?
- Do you have a way of determining when the wear of a component is such that it should be replaced or repaired?
- What guidelines or rules are used for placing vehicles out-of-service until necessary repairs are made? How are they enforced?
- Do you have ways of gauging the effectiveness of preventive maintenance procedures?
- Would your vehicles pass the minimum periodic inspection standards set out in legislation/regulation?
- Are your drivers sufficiently trained and knowledgeable to detect maintenance and repair needs, and to refer them for maintenance?
- Does your preventive maintenance and inspection program recognize the following safety-related vehicle components whose deterioration directly affects vehicle control:
  - braking system - steering system - couplers - tires and wheels - suspension
- Are your drivers trained in troubleshooting?
- Are your mechanics and maintenance supervisors adequately trained?

Driving Tips:

- Check whole vehicle carefully, pre-trip and post-trip.
- Ensure annual vehicle inspection report or decal is in or on the vehicle.
- Don't drive a faulty vehicle.

Right-of-Way

Objective:

To prevent accidents by drivers in "right-of-way" situations.

Description:

There are many situations in which a driver is required to give or yield the right-of-way. You move into your intended path or direction only after you are assured you will not conflict with other traffic.

Questions for Management:

- Do your drivers understand the meaning of right-of-way?
- Do you periodically have a qualified person ride with your drivers to evaluate their behaviour in right-of-way situations?
- Does your scheduling policy encourage drivers to take right-of-way rather than give it?
- Are the drivers aware of the concept of "preventable accident"?

Driving Tips:

- Do not force other drivers to brake or steer because you have moved into their path.
- Assume other drivers will not see you and avoid you when you manoeuvre into their path.

- Move into your intended path or direction only after you are assured you will not conflict with other traffic.

Safe Driving Recognition

Objective:

To encourage safe driving and improve driver awareness of safety.

Description:

Safe driving recognition or incentive programs should be an integral part of a formal fleet safety program. Such programs identify the superior driving performance of drivers that can be examples by the rest of the fleet. Recognition programs can be developed within the company or through participation in safe driver award programs conducted by commercial vehicle associations.

Questions for Management:

- Does the company have a formal safe driver recognition and incentive program?
- Does the company participate in a national or provincial award programs?
- Does the company have a means for evaluating driver performance?

Management Tips:

- Use safe driving recognition to:
  - encourage safe driving performance
  - increase the safety awareness of drivers
  - encourage driver professionalism
  - monitoring individual driver performance and skills
  - monitor fleet performance and effectiveness of the fleet safety program

Start-up/Back-up

Objective:

To prevent start-up/back-up accidents by anticipating the hazards involved and knowing how to safely control them.

Description:

During a typical start-up/back-up situation, a vehicle has been parked for a long enough time to allow pedestrians and other vehicles to approach and be within a few feet of the parked vehicle. Starting up forward, backward, or steering left or right from a stopped position can create an unexpected hazard for both the driver and bystanders.

Questions for Management:

- Are drivers aware of different types of hazards that may arise during start-up/back-up?

- Do drivers take time to walk around their vehicles and look under vehicles checking for people, vehicles, or other objects, which may obstruct their start-up/back-up path?
- What do you do to encourage drivers to make a walk-around check?
- Are vehicles provided with adequate mirrors?

Maintenance Tips:

- Check for proper mirror adjustment.
- Check for broken mirrors and loose mountings.
- Check for proper taillight, brake light, and turn signal function.
- Check for proper function of horn and back-up warning signal (if so equipped).

Driving Tips:

- Before start-up or back up, walk around vehicle and look underneath to ensure you have safe clearance for start-up.
- Don't forget to check blind area on right and in front as well.
- After your walk-around check, don't delay in moving vehicle. Do not allow time for another hazard to approach.
- Check mirrors frequently for proper adjustment.
- Start up slowly at first to allow other vehicles and pedestrians, who may have unexpectedly approached, to safely move away.
- Tap horn in congested areas or recruit a signalman.

Steering System Performance

Objective:

To prevent loss of control due to steering system deterioration.

Description:

The steering system is one of several key safety-related items. It can fail catastrophically or deteriorate gradually. Gradual increases in steering wheel play will make it harder for the driver to steer and should be viewed as an indicator of deteriorating steering system components, which may eventually lead to a catastrophic failure. Steering wheel play is a principal indicator of steering system deterioration that can be monitored at the driver inspection level.

Questions for Management:

- Is steering wheel play checked against an out-of-service criterion?
- Is steering system component deterioration checked during preventive maintenance and inspection procedures?

Driving Tips:

- During pre-trip inspections, check for excessive steering wheel play.
- Follow established company guideline for taking vehicle out-of-service.
- Write up steering deficiencies on your vehicle inspection report.

Tire Inflation

***Objective*:**

To prevent loss of control accidents due to tire failure.

Description:

Tires are one of several key safety-related components. Improper tire pressure, either too little or too much, can lead to deterioration and tire failure.

Questions for Management:

- Are drivers and maintenance personnel following the tire manufacturers' specifications for tire inflation and loading?
- Are tire inflation guidelines available to drivers?
- Are drivers trained in how to check tire inflation? Should they check it?
- Are they properly equipped to check it?
- Are drivers knowledgeable of the consequences of improper tire inflation?

Driving Tips:

- During extended trips, monitor tire inflation.
- Do not operate vehicles with improperly inflated tires.

Tire Wear and Deterioration

Objective:

To prevent loss of control accidents due to tire failure.

Description:

Tires are one of several key safety-related items. A tire that is worn or damaged may fail or blow-out and result in loss of control of the vehicle. The principal indicators of deterioration are tread wear, tread and sidewall damage, and air leakage.

Questions for Management:

- Does the company have an established standard for indicating when tires should be taken out-of-service?
- Is the company standard in compliance with the minimum tread depth standards as specified by legislation/regulation?
- Are drivers and maintenance personnel trained to determine during inspections whether or not a tire should be taken out-of-service?

Maintenance Tips:

- Check tires regularly to ensure they meet the minimum tread depth requirement.
- Do not mount mismatched sizes, or pair tires in duals with significantly different wear.
- Do not mix bias and radial tires on the same axle.

- Follow company standards for out-of-service conditions.
- Replace tread only on sound casings.

Driving Tips:

- During vehicle inspections, check tires to make sure that their condition is within company established out-of-service criteria.
- During a trip, monitor tires for road damage or deterioration. Look for:
  - tread or sidewall separation
  - cuts or gouges
  - flat spots or uneven wear
  - leaks (monitor tire inflation)
  - flat tires at duals

Truck Driving Schools

Objective:

To improve fleet safety by improving driver skills and knowledge.

Description:

Truck driving schools are good sources for motivated young drivers and a means for remedial training. There are many schools. Each school is different; with differing objectives, facilities, and staff orientation. It is important to check that the curriculum of the school matches the needs of the company, before the school is selected.

Questions for Management:

- Are truck driving schools being used as a recruiting source?
- Has the carrier considered truck driving schools as a tool for remedial training?
- Has the company identified schools that meet its objectives?

Management Tips:

- Sources of information about truck/bus driving schools include:
  - national and provincial truck and bus associations
  - insurance companies
  - accreditation organizations

Factors to be considered when selecting a training school:

- curriculum content
- adequacy of facilities
- compatibility of training vehicles with company fleet
- staff qualifications and experience
- certification
- referrals
- hours of actual driving instruction and practice.

Turning Left and Right

Objective:

To prevent turning accidents by anticipating the hazards involved and knowing how to safely avoid them.

Description:

Making left or right turns with long vehicles creates problems that automobile drivers do not have. Blind spots make it difficult to see other vehicles. Vehicle length forces drivers to make wide turns, encroaching upon adjacent lanes of traffic. Improper tracking of vehicles makes it difficult for the driver to judge position. Turning takes longer to complete, thus increasing exposure time to hazards. Drivers should recognize the hazards created while turning and follow proper procedures to minimize them.

Questions for Management:

- Have your drivers been trained regarding safe turning procedures?
- Do you know if your drivers are practising safe turning procedures?
- Do you have qualified personnel ride with your drivers to assess safe driving habits?
- Have you examined routes used to minimize travel and turning at difficult or hazardous intersections?
- Have you considered attaching "Wide Right-Turn" decals on rear of vehicles?

Maintenance Tips:

- Check for broken mirrors, loose mountings, and mirror adjustment.
- Check tail light, brake light and turn signal function.

Driving Tips:

Right turns:

- Indicate turn with the appropriate turn signal.
- Move to the right lane well before intersection, positioned to make a safe turn.
- When turning, stay behind vehicle to the right, blocking other vehicles from passing on the right.
- If encroaching upon other lanes, wait for vehicles to clear, then turn slowly.
- Be careful that improper tracking does not cause the vehicle or trailer to ride up onto curb or strike stationary objects.

Left turns:

- Indicate turn with the appropriate turn signal.
- As you approach turn with signal on, watch for drivers who may misinterpret this signal as an intention to turn before your intended turning point.
- Don't start turning until there is enough time for the rear of vehicle to clear the intersection without forcing opposing drivers to slow down or swerve.

- Don't assume opposing drivers will see you. They may be looking elsewhere.
- Be careful that improper tracking does not cause the vehicle or trailer to interfere with pedestrians and other vehicles.

Using and Changing Lanes

Objective:

To prevent accidents during lane use and lane changing by recognizing the potential hazards and knowing how to safely control them.

Description:

Lane use and lane-changing accidents primarily result from following too closely or being inattentive to traffic conditions ahead. In either case, defensive driving is the most effective countermeasure. Lane use and lane changing accidents primarily involve sideswiping and rear-end collisions. The existence of blind spots around large vehicles is a major contributing factor. Maintain a proper following distance and take note of countermeasures involving right-of-way.

Questions for Management:

- Have your drivers been trained regarding safe lane usage and lane changing?
- Do you know if your drivers are practising safe lane usage and lane changing habits?
- Do you have qualified personnel ride with your drivers to assess safe driving habits?
- Do you and your drivers know that most lane use and lane changing accidents result from following too closely?

Maintenance Tips:

- Check for broken mirrors and loose mountings.
- Check brake lights and turn signals.
- Check brake performance.

Driving Tips:

- Maintain a safe following distance. Try to ensure that if the driver in front of you slams on his brakes, you can avoid a collision, stay in your lane and not be hit by the vehicle following you.
- Try to scan ahead of what is immediately in front of you.
- If you see trouble ahead, flash your brake lights to alert drivers following you.
- If you cannot see ahead of the vehicle you are following, increase your following distance. It might swerve into the next lane to avoid a slow or stopped vehicle and leave you exposed to a rear-end collision.
- Blind spots to the right of large vehicles are well known. Automobile drivers may not know you cannot see them as they pass you on the right. Scan to the right thoroughly before steering into the next lane. Give the right-of-way, don't take it.
- Clean mirrors and check adjustment frequently.

Vehicle Lighting and Conspicuity

Objective:

To reduce accidents caused by other drivers' inability to see the vehicle.

Description:

Trucks or tractor-trailer combinations, due to their length and lower manoeuvrability, may be struck by other vehicles because the other driver does not see the vehicle and its movement in time. This can be prevented by making sure that the truck's lighting system and reflectors are adequate. The truck driver should use extra care in crossing traffic lanes and making turns during adverse visibility conditions.

Questions for Management:

- Are proper lighting devices and reflectors installed and maintained?
- Are proper visibility devices used when carrying unusual loads, which project from the rear or sides of the truck?
- Are paint schemes being selected that could enhance conspicuity?

Driving Tips:

- Check to make sure that all lights and reflectors are operable and clean.
- Use extra care when turning or crossing intersections during poor visibility conditions.
- Use extra care when pulling low profile trailers such as empty flat bed tractors, an empty container chassis, construction equipment trailers, or pole trailers.

Table of Accident Situations and Countermeasures

Accident Situation	Potential Cause	Countermeasures
Excessive incidence of preventable accidents in fleet	- Lack of supervision - Need for more safety control	- Accident preventability evaluations - Driver safety infractions - Fleet safety program and supervision - Driver training aids - Defensive driving
Excessive incidence of preventable accidents by an individual driver	- Aggressive or reckless driving attitude - Lack of skill - Health problems - Personal problems	- Driver qualification and performance - Safe driver recognition - Drinking and substance abuse - Illness and fatigue - Truck driving schools - Defensive driving
Excessive incidence of accidents due to equipment failure	- Inadequate maintenance - Lack of preventative maintenance - Inadequate inspections	- Preventative maintenance and inspection procedures - Driver inspection reports and procedures - Fleet safety program and supervision - Company driver manuals
Impaired driver loss of control	- Alcohol impairment - Drug impairment - Illness or fatigue - Adverse emotional state - Inattention or drowsiness	- Drinking and substance abuse - Illness and fatigue
Rear-ending	- Following too closely - Aggressive or reckless driving attitude - Inattention or drowsiness - Illness or fatigue	- Defensive driving - Illness or fatigue - Using and changing lanes - Brake performance
Lane change sideswipe	- Failure to scan space to sides - Wandering over lane dividers - Failure to anticipate lane mergers - Failure to signal - Poor mirror adjustment	- Using and changing lanes - Passing - Defensive driving
Over-the-centreline head-on collision	- Illness or fatigue - Drug impairment - Alcohol impairment - Adverse conditions - Inattention or drowsiness - Mechanical defect	- Using and changing lanes - Passing - Driving in adverse conditions - Drinking and substance abuse - Illness and fatigue - Preventative maintenance and inspection procedures
Intersection collision	- Misjudging speed and closeness of vehicles - Misjudging time for vehicle to clear intersection - Failure to obey traffic control device - Failure to use mirrors	- Crossing intersections - Defensive driving - Right-of-way - Vehicle lighting and conspicuity

Accident Situation	Potential Cause	Countermeasures
Right-turn squeeze	- Failure to scan space to the right - Failure to use turn signals - Failure to block area to right - Failure to use mirrors	- Turning left and right - Defensive driving - Right-of-way - Using and changing lanes
Left-turn squeeze	- Turning from wrong lane - Failure to use turn signals - Failure to use mirrors	- Turning left and right - Defensive driving - Right-of-way - Using and changing lanes - Vehicle lighting and conspicuity
Left turn across opposing traffic	- Misjudging speed of oncoming traffic - Misjudging time for vehicle to clear intersections - Failure to obey traffic control device	- Turning left and right - Defensive driving - Right-of-way - Vehicle lighting and conspicuity
Obstructing traffic flow when entering roadway	- Failure to give right-of-way to passing traffic - Assuming other driver will see and avoid - Aggressive or reckless driving attitude - Misjudging speed of oncoming traffic	- Defensive driving - Right-of-way - Vehicle lighting and conspicuity
Rollover	- Excessive speed on curve - Unaware of influence of top-heavy cargo - Drive uninformed of nature of sealed cargo	- Negotiating curves - Payload characteristics - Cargo securement - Planning schedules, loads and routes
Downgrade runaway	- Not familiar with proper speed control - Not familiar with proper gear selection - Overuse of trailer only brakes - Failure to check brake adjustment	- Negotiating downgrades - Brake performance - Preventative maintenance and inspection procedures - Driver inspection reports and procedures
Loss of control during adverse conditions	- Unable to judge safe speed for road/visibility conditions - Aggressive braking on slippery road - Failure to anticipate objects on road/bad road surface - Unaware of conditions which cause jack-knifing	- Driving in adverse conditions - Payload characteristics - Planning schedules, loads and routes - Defensive driving - Tire inflation - Tire wear and deterioration
Parking or stopping	- Sudden stopping in travel lane - Parking in travel lane without use of emergency equipment	- Parking - Right-of-way - Emergency equipment and procedures - Vehicle lighting and conspicuity

Accident Situation	Potential Cause	Countermeasures
Backing across road and obstructing traffic	- Failure to give right-of-way to passing traffic - Failure to use headlights and running lights under reduced visibility conditions - Assuming other driver will see and avoid - Misjudging speed of oncoming traffic	- Right-of-way - Defensive driving
Start-up/Back-up collision	- Failure to check all around vehicle for clearance - Failure to start-up slowly - Failure to begin backing up immediately after checking around vehicle	- Start-up/Back-up - Defensive driving
Impact with overhead object	- Failure to ensure clearance - Unfamiliar with route to be travelled	- Payload characteristics - Planning schedules, loads, and routes
Pedestrian impact	- Inattentive to pedestrian traffic - Running on to curb - Failure to anticipate a pedestrian error	- Pedestrian interaction - Defensive driving
Loss of control due to cargo shifting	- Cargo not properly secured	- Cargo securement - Payload characteristics
Cargo falling into traffic	- Cargo not properly secured - Liquid/gas cargo leaking	- Cargo securement - Payload characteristics
Passengers in vehicle disturbing driver	- Permitting passengers to stand forward of line - Permitting passengers to move to and from seat while underway - Permitting passengers to talk with driver while underway	- Passenger management
Trailer breakaway	- Improper coupling - Damaged hitch - Pintle hook hot latched - Safety chains not used	- Fifth wheel hitches and adjustable axles - Full-trailer coupling - Preventative maintenance and inspection procedures - Driver inspection reports and procedures
Brake failure	- Failure to check brake adjustment - Failure to replace badly worn parts - Overuse of brakes on downgrade	- Brake performance - Preventative maintenance and inspection procedures
Tire and wheel failure	- Failure to inspect tire condition - Failure to replace badly worn or damaged tires - Failure to torque wheel nuts properly	- Tire wear and deterioration - Tire inflation - Preventative maintenance and inspection procedures - Driver inspection reports and procedures - Wheel retention and deterioration

Accident Situation	Potential Cause	Countermeasures
Steering failure	- Failure to grease steering joints regularly - Failure to replace worn-out steering joints and bushings - Failure to check power steering fluid level	- Steering system performance - Preventative maintenance and inspection procedures - Driver inspection reports and procedures
Suspension failure	- Failure to inspect spring condition periodically - Failure to check U-bolts - Failure to respond to symptoms during driving - Overloading vehicle	- Preventative maintenance and inspection procedures - Driver inspection reports and procedures - Planning schedules, loads and routes.

Notes

Appendix F - Conviction Code Table Template

The Conviction Code Table lists offences applicable to commercial vehicle operators. **"CD OFFENCE"** denotes the Conviction Offence Code #, along with a **long form description** of the offence. The **points** assigned for each offence (since April 1999) are given in the next column.

The **"Sfty"** column identifies offences that have been considered safety (S) or administrative (A). The Alternative Group (**"AltGrp"**) breaks the convictions down into the following categories:

1 - Driver Related	2 - Vehicle Related
3 - Load Related	4 – Other

The first digit of the **offence code** indicates the legislative/regulatory source of the offence (see list below). The remaining nine digits indicate the section or regulation number in the following format:

X	XXX	XXX	X	X	X
Legislation or Regulation	Section	Subsection	Clause or Paragraph	Subclause or Subparagraph	Item

The **"Ctgy"** column identifies the category of the offence where:
1 = Document, 2 = Driver, 3 = Vehicle, 4 = Load, 5 = Overweight,
6 = Overdimension, 7 = Dangerous Goods, 8 = Environment, 9 = Fuel Tax Act,
10 = Hours of Work, 11 = Maintenance.

Note: * Out of province convictions are presently not being captured on CVOR.
** Overweight convictions will be assigned 2 points, where the amount of the overload 2000 kg or more. For overloads identified as less than 2000 kg, '0' points will be assigned.

Legislation	**Prefixes**
Bylaws	8
Compulsory Automobile Insurance Act *(CAIA)*	2
Criminal Code of Canada *(CCC)*	7
Dangerous Goods Transportation Act Regulations (provincial) *(DGTA)*	X
Environmental Protection Act *(EPA)*	D
Environmental Protection Act Regulations	W
Fuel Tax Act *(FTA)*	H
Highway Traffic Act *(HTA)*	1
Highway Traffic Act Regulations	9
Liquor Licence Act *(LLA)*	G
Motor Vehicle Transport Act (1987) *(MVTA)*	K
Public Vehicles Act *(PVA)*	B

continued on next page ...

appendix f – conviction code table

Legislation	**Prefixes**
Public Vehicles Act Regulations	Y
Transportation Dangerous Goods Act (Canada) *(TDGA)*	E
Transportation Dangerous Goods Act (Canada) Regulations	F
Truck Transportation Act *(TTA)*	J
Truck Transportation Act Regulations	T

Appendix F - Conviction Code Table

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1175008000	Actuate red lights/stop school bus not about to stop/stopped	2	S	1	02
1086000000	Affix vehicle inspection sticker not provided by MTO	1	S	2	11
B022001000	Allow passenger clinging/standing	2	S	1	02
B022003000	Allow passenger to sit beside driver	2	S	1	02
10120010B0	Allow/use alter/defaced plate/validation	0	A	4	01
10120010A0	Alter/deface plate/validation	0	A	4	01
J0150020B0	Arrange prohibited service	0	A	4	01
B002002000	Arranging transportation by an unlicensed person	0	A	4	01
B023000000	Attach trailer/public vehicle	1	S	4	03
Y982210B00	Axe not readily accessible in public vehicle	2	S	2	03
1122001000	Axle overload - reduced period	2	S	3	05
112100A020	Axle overload - reduced period - tank/livestock	2	S	3	05
1122002000	Axle overloaded by......kg during reduced period	2	S	3	05
1157000000	Backing on highway - prohibited	3	S	1	02
1157001000	Backing on highway - prohibited	3	S	1	02
8140000000	Bylaw - Crowding driver's seat	2	S	1	02
8158002000	Bylaw - Disobey legal sign	2	S	1	02
8158200000	Bylaw - Disobey legal sign	2	S	1	02
8114000000	Bylaw - Disobey police signal	3	S	1	02
8126000000	Bylaw - Drive improper on multi-lane highway	1	S	1	02
8003000A00	Bylaw - Drive in designated bus lane	1	S	1	02
83A0000000	Bylaw - Drive in designated bus lane	1	S	1	02
8240003D12	Bylaw - Drive motor vehicle on footpath	1	S	1	02
82403D1200	Bylaw - Drive motor vehicle on footpath	1	S	1	02
8240003D11	Bylaw - Drive motor vehicle on sidewalk	1	S	1	02
82403D1100	Bylaw - Drive motor vehicle on sidewalk	1	S	1	02
8007001000	Bylaw - Drive motor vehicle on walkway	1	S	1	02
8710000000	Bylaw - Drive motor vehicle on walkway	1	S	1	02
82400030D2	Bylaw - Drive motor vehicle over raised curb	0	A	1	02
8268500000	Bylaw - Drive vehicle in excess of 5 ton restriction	0	A	1	05
8002001000	Bylaw - Driver commercial vehicle in left lane	1	S	1	02
8210000000	Bylaw - Driver commercial vehicle in left lane	1	S	1	02
8240016000	Bylaw - Enter prohibited highway	0	A	1	02
8410000000	Bylaw - Enter prohibited highway or roadway	0	A	1	02
8277400000	Bylaw - Exceed load limit on a posted bridge	0	A	1	05
8008000000	Bylaw - Fail to remove vehicle from streetcar tracks	1	S	1	02
82400030E0	Bylaw - Fail to remove vehicle from streetcar tracks	1	S	1	02
8800000000	Bylaw - Fail to remove vehicle from streetcar tracks	1	S	1	02
82400030A2	Bylaw - Fail to stop before footpath	1	S	1	02

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CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
82400030A1	Bylaw - Fail to stop before sidewalk	1	S	1	02
8004000000	Bylaw - Fail to stop before sidewalk or footpath	1	S	1	02
8400000000	Bylaw - Fail to stop before sidewalk or footpath	1	S	1	02
8040002000	Bylaw - Fail to turn at prohibited highway	0	A	1	02
82400150B0	Bylaw - Fail to turn at prohibited highway	0	A	1	02
8402000000	Bylaw - Fail to turn at prohibited highway	0	A	1	02
8120001000	Bylaw - Fail to yield right-of-way - pedestrian crossing	1	S	1	02
8120100000	Bylaw - Fail to yield right-of-way - pedestrian crossing	1	S	1	02
8119000000	Bylaw - Fail to yield right-of-way - private road to highway	2	S	1	02
82400030A4	Bylaw - Fail to yield to pedestrian on footpath	1	S	1	02
82403A4000	Bylaw - Fail to yield to pedestrian on footpath	1	S	1	02
82400030A3	Bylaw - Fail to yield to pedestrian on sidewalk	1	S	1	02
82403A3000	Bylaw - Fail to yield to pedestrian on sidewalk	1	S	1	02
8008002000	Bylaw - Heavy traffic on restricted highway	0	A	1	02
8820000000	Bylaw - Heavy traffic on restricted highway	0	A	1	02
8147001000	Bylaw - Improper parking – vehicle interfering with traffic	1	S	1	02
8147100000	Bylaw - Improper parking - vehicle interfering with traffic	1	S	1	02
82400030C0	Bylaw - Intersect procession in motion	1	S	1	02
82403C0000	Bylaw - Intersect procession in motion	1	S	1	02
8104001000	Bylaw - Overload in excess of permit	2	S	3	05
8104100000	Bylaw - Overload in excess of permit	2	S	3	05
8040001000	Bylaw - Prohibited turn	2	S	1	02
8124008000	Bylaw - Prohibited turn	2	S	1	02
82400150A0	Bylaw - Prohibited turn	2	S	1	02
8401000000	Bylaw - Prohibited turn	2	S	1	02
82400030B2	Bylaw - U-turn interfere with traffic	2	S	1	02
82400030B1	Bylaw - U-turn not in safety	2	S	1	02
8005000000	Bylaw - U-turn not in safety - interfere with traffic	2	S	1	02
8500000000	Bylaw - U-turn not in safety - interfere with traffic	2	S	1	02
8023000000	Bylaw - Unload vehicle between 10 p.m. and 7 a.m.	0	A	1	02
8230000000	Bylaw - Unload vehicle between 10 p.m. and 7 a.m.	0	A	1	02
8057004000	Bylaw - Unnecessary noise	0	A	1	02
8574000000	Bylaw - Unnecessary noise	0	A	1	02
8122001000	Bylaw - Unsafe move	2	S	1	02
8122002000	Bylaw - Unsafe move	2	S	1	02
8122100000	Bylaw - Unsafe move	2	S	1	02
8132000000	Bylaw - Wrong way on one way street	2	S	1	02
1130000000	Careless driving	6	S	1	02
1802000000	Careless driving *out-of-province conviction*	0	S	1	02
1902000000	Careless driving *out-of-province conviction*	0	S	1	02

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1188000000	Carrying person in trailer	2	S	1	02
1084101000	Cause A wheel to become detached from the vehicle	6	S	2	03
11740010E0	Change gears while crossing railway tracks - public vehicle	5	S	1	02
11740020E0	Change gears while crossing railway tracks - school bus	5	S	1	02
J018002000	Charge toll outside tariff	0	A	4	01
95852000A0	Class licence registration - drive contrary to licence condition	5	S	1	02
95852000B0	Class licence registration - drive contrary to licence condition	5	S	1	01
9585030000	Class licence registration – drive unaccompanied by licensed driver	5	S	1	02
9585240000	Class licence registration – fail to notify name/address change	0	A	1	01
9585250000	Class licence registration - fail to sign licence	0	A	1	01
95851701B0	Class licence registration - improper/class/ unaccompanied/unauthorized	5	S	1	02
95851701A0	Class licence registration - improper/not receiving instruction	5	S	1	02
9585170300	Class licence registration - passengers on bus/receiving instruction	5	S	1	02
9587005030	Combined brake shoe lining movement exceeds 1/8"	6	S	2	03
T087030100	Consignor fail to mark article	0	A	4	01
E002003000	Contravene dangerous goods permit of exemption	6	S	1	07
D044000000	Contravene director order	6	S	1	08
K00700301B	Contravene extra-provincial operating licence	0	A	4	01
K01200301B	Contravene extra-provincial operating licence	0	A	4	01
J0030010B0	Contravene operating licence	0	A	4	01
B0020010B0	Contravene operating licence – public vehicle	0	A	4	01
B014001000	Contravene public vehicle licence	0	A	4	01
W347130000	Contravene standards for waste management systems	3	S	4	08
1008001000	Contravene vehicle permit restrictions	0	A	4	02
D041000000	Contravene waste management certificate	3	S	1	08
1062007000	Covering or coating of lamps	1	S	2	03
1960000000	Criminal negligence - *conviction in USA*	0	S	1	02
7860200000	Criminal negligence - bodily harm *conviction in USA*	0	S	1	02
7221000000	Criminal negligence - causing bodily harm - CCC	30	S	1	02
7220000000	Criminal negligence - causing death - CCC	30	S	1	02
7860100000	Criminal negligence - causing death *conviction in USA*	0	S	1	02
7219000000	Criminal negligence - CCC	15	S	1	02

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CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
11740010D0	Cross railway tracks using gear requiring change - public vehicle	5	S	1	02
11740020D0	Cross railway tracks using gear requiring change - school bus	5	S	1	02
1164000000	Crossing railway barrier	3	S	1	02
1162000000	Crowding driver seat	2	S	1	02
E00300A000	Dangerous goods safety requirements not complied with	6	S	1	07
7862200000	Dangerous driving - cause body harm *conviction in USA*	0	S	1	02
7249003000	Dangerous driving - causing bodily harm - CCC	25	S	1	02
7249004000	Dangerous driving - causing death - CCC	25	S	1	02
7862100000	Dangerous driving - causing death *conviction in USA*	0	S	1	02
7249001000	Dangerous driving - CCC	15	S	1	02
72490010A0	Dangerous driving - CCC	15	S	1	02
7249002000	Dangerous driving - CCC	15	S	1	02
1962000000	Dangerous driving - *conviction in USA*	0	S	1	02
1184000000	Deface notice or remove obstruction	1	S	1	02
1064007000	Defective brakes - contrary to regulations	6	S	2	03
10700030A0	Defective/improper tires	4	S	2	03
1075001000	Defective/improper/no muffler	0	A	2	03
1064001000	Defective/no brakes - motor vehicle	6	S	2	03
1064005000	Defective/no brakes - trailer	6	S	2	03
1181000000	Depositing snow on the roadway	1	S	4	02
1069002000	Device on wheels - injure highway	4	S	2	03
B005003000	Discontinue service without notice – public vehicle	0	A	4	01
1182002000	Disobey legal sign	2	S	1	02
1183002000	Disobey legal sign regarding tunnels	2	S	1	02
11540010C0	Disobey official signs on divided highway	2	S	1	02
1134001000	Disobey police signal	3	S	1	02
11340010C0	Disobey police signal in emergency	3	S	1	02
11340010A0	Disobey police signal to ensure orderly movement	3	S	1	02
11340010B0	Disobey police signal to prevent injury/damage	2	S	1	02
1146003000	Disobey portable lane control signal light - amber	2	S	1	02
1146004000	Disobey portable lane control signal light - red	3	S	1	02
1804000000	Disobey red light *out of province conviction*	0	S	1	02
1904000000	Disobey red light *out of province conviction*	0	S	1	02
1136000000	Disobey stop sign	3	S	1	02
11360000A0	Disobey stop sign	3	S	1	02
1803000000	Disobey stop sign *out of province conviction*	0	S	1	02
1903000000	Disobey stop sign *out of province conviction*	0	S	1	02
1144009000	Disobey traffic sign	3	S	1	02
1144015000	Disobey traffic signal light - amber	3	S	1	02
1144016000	Disobey traffic signal light - amber arrow	3	S	1	02

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1144017000	Disobey traffic signal light - flashing amber	3	S	1	02
1144021000	Disobey traffic signal light - flashing red	3	S	1	02
1144014000	Disobey traffic signal light - green arrow	3	S	1	02
1144018000	Disobey traffic signal light - red	3	S	1	02
10070040A0	Draw trailer, no permit	0	A	4	01
10070040B0	Draw trailer, no plate	0	A	4	01
B019000000	Drinking while driving public vehicle	3	S	4	02
1051000000	Drive a suspended vehicle	5	S	1	02
949300304A	Drive after 120 hours on duty in 14 days	5	S	1	10
9493003030	Drive after 70 hours on duty in 8 days	5	S	1	10
7866000000	Drive - blood alcohol over .08 *conviction in USA*	0	S	1	02
1966000000	Drive - blood alcohol over .08 *conviction in USA*	0	S	1	02
1107005000	Drive commercial motor vehicle/tow trailer without prescribed inspection	3	S	1	11
1190002000	Drive commercial motor vehicle not in accordance with regulations	5	S	1	02
1147000000	Drive improper on multi-lane highway	2	S	1	02
1147001000	Drive improper on multi-lane highway	2	S	1	02
10070010A0	Drive motor vehicle, no currently validated permit	0	A	4	01
H0050020C0	Drive motor vehicle - no valid registration decal	0	A	1	09
10070010B0	Drive motor/vehicle, fail to display plates	0	A	4	01
10070010C0	Drive motor/vehicle, no current validation on plate	0	A	4	01
1134003000	Drive or operate vehicle on a closed highway	2	S	1	02
1036000000	Drive - suspended in Ontario - licensed out of province	5	S	1	02
1084000000	Drive unsafe vehicle	6	S	2	03
1175005000	Drive vehicle improperly painted/equipped as school bus	1	S	1	02
1107007000	Drive vehicle standards not met	6	S	1	11
1032003000	Drive vehicle with air brakes - no endorsements	5	S	1	02
1967000000	Drive while disqualified *conviction in USA*	0	S	1	02
G048001000	Drive/control vehicle – liquor readily available	2	S	1	02
1016002000	Drive/operate commercial motor vehicle - no valid CVOR	2	S	4	01
1107010000	Driver fail to carry/surrender inspection report	2	S	1	11
1107006000	Driver fail to report standards not met	3	S	1	11
1106007000	Driver fails to ensure child occupies position with seatbelt assembly	2	S	2	02
1106006000	Driver - failure to ensure passenger seat belt use	2	S	2	02
10730010B0	Driver's view obstructed - articles hung in/on vehicle	2	S	2	03
10730010A0	Driver's view obstructed - sign/poster	2	S	2	03
1032009000	Driving in breach of condition prohibited	5	S	1	02
11490000B0	Driving left of centre - 30 metres - level crossing	4	S	1	02
11490010B0	Driving left of centre - 30 metres - level crossing	4	S	1	02

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CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1149000000	Driving left of centre of roadway	4	S	1	02
11490010A0	Driving left of centre - on/near grade/etc.	4	S	1	02
1037001000	Driving under age 16	5	S	1	02
7259004000	Driving while disqualified or prohibited - CCC	10	S	1	02
72590040A0	Driving while disqualified or prohibited - CCC	10	S	1	02
72590040B0	Driving while disqualified or prohibited - CCC	10	S	1	02
1053000000	Driving while licence is suspended - HTA	10	S	1	02
1053001000	Driving while licence is suspended - HTA	10	S	1	02
1047000000	Driving while prohibited	10	S	1	02
1047001000	Driving while prohibited	10	S	1	02
1053001010	Driving while suspended - HTA 53 (1.1)	10	S	1	02
105300101A	Driving while suspended - HTA 53 (1.1)	10	S	1	02
105300101B	Driving while suspended - HTA 53 (1.1)	10	S	1	02
72530000B0	Driving with more than 80mgs alcohol in blood - CCC	15	S	1	02
1037002000	Employ/permit driving under age 16	5	S	1	02
9493003040	Exceed 75 hours on duty time in 14 days	5	S	1	10
J004008000	Exceed number of vehicles under contract	0	A	4	01
1075003000	Excessive fumes or smoke	0	A	2	03
11090070A0	Excessive length - combination vehicle	3	S	2	06
1109014000	Excessive vehicle height	3	S	2	06
1109011000	Excessive vehicle length - public vehicle	3	S	2	06
1109010000	Excessive vehicle length - semi-trailer	3	S	2	06
1109007000	Excessive vehicle length - vehicle/combination	3	S	2	06
1109001000	Excessive vehicle width	3	S	2	06
1013001000	Expose other number near number plate	0	A	4	01
7254005000	Fail or refuse to provide breath or blood sample - CCC	15	S	1	02
2002006000	Fail or refuse to surrender licence CAIA	0	A	1	01
11750060A0	Fail to actuate school bus red lights when about to stop	5	S	1	02
11750060B0	Fail to actuate school bus stop arm upon stopping	5	S	1	02
Y982060200	Fail to adhere to time table – public vehicle	0	A	4	02
9611070400	Fail to affix dump vehicle inspection sticker	5	S	2	11
9611080300	Fail to affix inspection sticker - school vehicle	5	S	2	11
J022001000	Fail to assist in examination	3	S	1	02
B029002000	Fail to assist in examination vehicle/contents/ equipment	3	S	1	02
10160030A0	Fail to carry CVOR certificate	1	S	4	01
9493011010	Fail to carry daily logs/receipts - previous 7/14 days	5	S	1	10
20030010B0	Fail to carry evidence of insurance CAIA	0	A	1	01
1016003000	Fail to carry fleet limitation certificate	6	S	4	01
10470080A0	Fail to carry fleet limitation certificate	6	S	1	01
J020000000	Fail to carry insurance	0	A	4	01
20030010A0	Fail to carry insurance card CAIA	0	A	1	01

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
10160030B0	Fail to carry lease	0	A	4	01
10160030C0	Fail to carry notice/contract	0	A	4	01
J004015000	Fail to carry required documents	0	A	1	01
Y982110400	Fail to carry/produce charter trip report	0	A	4	01
1121003000	Fail to carry/produce receipt	0	A	3	01
1110006000	Fail to carry/produce special permit	1	S	4	01
J019003000	Fail to carry/surrender bill of lading	0	A	4	01
J0170020A0	Fail to carry/surrender certificate of intercorporate exemption	0	A	4	01
J017001000	Fail to carry/surrender copy of operating licence	0	A	4	01
K007017010	Fail to carry/surrender copy of operating licence	0	A	4	01
J017003000	Fail to carry/surrender lease/contract	0	A	4	01
B029003000	Fail to carry/surrender lease – public vehicle	0	A	1	01
1023003000	Fail to carry/surrender proof of insurance	0	A	4	01
J0170020B0	Fail to carry/surrender shipping document	0	A	4	01
J017004000	Fail to carry/surrender trip permit	0	A	4	01
J017005000	Fail to carry/surrender vehicle certificate	0	A	4	01
11360010A0	Fail to come to a stop at intersection	3	S	1	02
Y982110100	Fail to complete charter trip report	0	A	4	01
9493009020	Fail to complete graph grid	2	S	1	10
1011001000	Fail to complete transfer of vehicle registration	0	A	4	01
E0100040A0	Fail to comply with request by dangerous goods inspector	6	S	1	07
H0050020A0	Fail to comply with stop sign	0	A	1	09
961400201A	Fail to contain load as prescribed	4	S	3	04
9614004000	Fail to contain load as prescribed	4	S	3	04
Y982130000	Fail to deliver passengers	0	A	4	02
2004001000	Fail to disclose particulars CAIA	0	A	1	01
9586110000	Fail to display driving instructor licence	0	A	4	01
9587007010	Fail to display required conspicuity marking	6	S	2	03
Y982050000	Fail to display vehicle licence – public vehicle	0	A	4	01
B026000000	Fail to effect/carry insurance – public vehicle	0	A	4	01
9575009000	Fail to ensure vehicle conforms to standards	6	S	2	11
1107002000	Fail to establish inspection/repair/maintenance system	4	S	2	11
T091070000	Fail to file notice of contract	0	A	4	01
Y982060100	Fail to file time table – public vehicle	0	A	4	01
9493014000	Fail to forward daily log	2	S	1	10
9575005020	Fail to forward inspection report to operate	2	S	2	11
12000010C0	Fail to give name/address information	3	S	1	02
B0050040B0	Fail to give notice of discontinued service – public vehicle	0	A	4	01
10110010C0	Fail to give vehicle permit part - new owner/lessor	0	A	4	01
10110010B0	Fail to give vehicle permit to new owner	0	A	4	01
10110010C2	Fail to give vehicle portion of permit - new lessor	0	A	4	01

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CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
10110010C1	Fail to give vehicle portion of permit - new owner	0	A	4	01
2003001000	Fail to have insurance card - CAIA	0	A	1	01
1080000000	Fail to have proper trailer attachments	4	S	2	03
961400201B	Fail to have required number of tie-down assemblies	4	S	2	04
J016001000	Fail to hold required number of certificates	0	A	4	01
T086030000	Fail to indicate consignor/maintain relevant material	0	A	4	01
1107003000	Fail to inspect/repair/maintain according to standards	6	S	2	11
1107004000	Fail to instruct to conduct prescribed inspection	4	S	2	11
J019001000	Fail to issue bill of lading	0	A	4	01
B027003000	Fail to issue insurance cancellation – public vehicle	0	A	4	01
B027001000	Fail to issue insurance certificate	0	A	4	01
95750110B0	Fail to keep inspection report	2	S	2	11
9493015010	Fail to keep logs/documents	5	S	1	10
9493020010	Fail to keep logs/documents	5	S	1	10
95750110A0	Fail to keep proper documents for vehicle	2	S	2	11
Y982240000	Fail to keep/produce records – public vehicle	0	A	4	01
11740010B0	Fail to look both ways at railway crossing - public vehicle	5	S	1	02
11740020B0	Fail to look both ways at railway crossing - school bus	5	S	1	02
1168000000	Fail to lower headlight beam	2	S	1	02
11680000A0	Fail to lower headlight beam - 150 metres - approach	2	S	1	02
11680000B0	Fail to lower headlight beam - 60 metres - following	2	S	1	02
1107009000	Fail to maintain prescribed books/records	3	S	4	11
1190003000	Fail to maintain/carry log book	5	S	1	10
9493008010	Fail to make daily log	6	S	1	10
9493013000	Fail to make daily log	6	S	1	10
9493010030	Fail to make hand-written daily logs	5	S	1	10
9493009010	Fail to make proper daily log	6	S	1	10
J016005000	Fail to notify change in certificate holders	0	A	4	01
1018000000	Fail to notify change of address - corporate officer	0	A	4	01
1009003000	Fail to notify change of address - lessee	0	A	4	01
1009002000	Fail to notify change of address - owner	0	A	4	01
J004011000	Fail to notify change of name/address	0	A	4	01
J022004000	Fail to obey direction	5	S	1	02
1144010000	Fail to obey lane lights	2	S	1	02
H0050020B0	Fail to obey lawful signal or request	0	A	1	09
1176003000	Fail to obey school crossing stop sign	5	S	1	02
1151001000	Fail to obey signs posted on paved shoulder	2	S	1	02
11740010C0	Fail to open door at railway crossing - public vehicle	5	S	1	02
11740020C0	Fail to open door at railway crossing - school bus	5	S	1	02

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
11750060C0	Fail to operate school bus signals	5	S	1	02
9614002030	Fail to prevent load from shifting forward	4	S	3	04
1144013000	Fail to proceed as directed at flashing green indicator	2	S	1	02
1144012000	Fail to proceed as directed at green light	2	S	1	02
1118002000	Fail to produce authority	0	A	3	01
1110002000	Fail to produce commercial vehicle permit	0	A	4	01
1033000000	Fail to produce driver's licence	2	S	1	02
1033001000	Fail to produce driver's licence	2	S	1	02
2003000000	Fail to produce evidence of insurance	0	A	1	01
2003003000	Fail to produce evidence of insurance	0	A	1	01
1039003000	Fail to produce licence when hiring vehicle	0	A	4	02
9493020000	Fail to produce logs/documents	5	S	1	10
1191007000	Fail to produce proof of exemption	2	S	1	01
9493020030	Fail to produce required documents	5	S	1	10
F0770905A0	Fail to produce training certificate - dangerous goods	6	S	1	07
961400203A	Fail to properly block or brace load	4	S	3	04
J019008000	Fail to provide access/assist examination relevant material	1	S	4	02
J019004000	Fail to provide copy of bill of lading	0	A	4	01
Y982170000	Fail to provide secure accommodation/exit of passenger	3	S	2	03
T0900401B0	Fail to provide sufficient cargo insurance	0	A	4	01
T0900401A0	Fail to provide sufficient liability insurance	5	S	4	01
J018001000	Fail to publish toll tariff	0	A	4	01
H0030060A0	Fail to register as interjurisdictional carrier	0	A	4	09
H004016010	Fail to register as interjurisdictional carrier	0	A	4	09
1007001000	Fail to register vehicle	0	A	4	01
7252000000	Fail to remain at accident - CCC	10	S	1	02
1963000000	Fail to remain at accident *conviction in USA*	0	S	1	02
1807000000	Fail to remain at accident *out of province conviction*	0	S	1	02
1907000000	Fail to remain at accident *out of province conviction*	0	S	1	02
1200001000	Fail to remain at accident - HTA	10	S	1	02
12000010A0	Fail to remain or return to scene of accident	10	S	1	02
11240070A0	Fail to remove or redistribute load	3	S	1	04
12000010B0	Fail to render all possible assistance	5	S	1	02
1199000000	Fail to report accident	5	S	1	02
1199001000	Fail to report accident	5	S	1	02
1199001100	Fail to report accident at specified location	5	S	1	02
J0050030B0	Fail to report amalgamation	0	A	4	01
J005004000	Fail to report change in control	0	A	4	01
J012001000	Fail to report change in intercorporate exemption	0	A	4	01

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CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
J0050030A0	Fail to report change in ownership issue/transfer share	0	A	4	01
1201000000	Fail to report damage to highway property	3	S	1	02
9575005010	Fail to report defect	4	S	2	11
B0050040A0	Fail to report discontinued service - public vehicle	0	A	4	01
F077091310	Fail to report notifiable dangerous occurrence	6	S	1	07
Y982100000	Fail to report special trip - public vehicle	0	A	4	01
J019002000	Fail to retain bill of lading	0	A	4	01
1020000000	Fail to retain copy of lease or contract	0	A	4	01
T090030200	Fail to retain relevant material	0	A	4	01
9614003070	Fail to secure tie-down with secondary means	4	S	3	04
1148007000	Fail to share road - fail to stop	4	S	1	02
1148001000	Fail to share road - passing, meeting others	4	S	1	02
1148004000	Fail to share road - vehicles meeting bicycles	4	S	1	02
1148002000	Fail to share road - when overtaking	4	S	1	02
1148005000	Fail to share road - when overtaking	4	S	1	02
9493010020	Fail to sign and certify copy of daily log	2	S	1	10
1142008000	Fail to signal to stop	3	S	1	02
11420080A0	Fail to signal to stop - manually	3	S	1	02
11420080B0	Fail to signal to stop - with signalling device	3	S	1	02
1144019000	Fail to stop and yield right-of-way before turning	3	S	1	02
72520010A0	Fail to stop at accident - CCC	10	S	1	02
11440060C0	Fail to stop at least 5 m before traffic signal	3	S	1	02
1163000000	Fail to stop at railway crossing	3	S	1	02
11440050A0	Fail to stop at sign or roadway marking - intersection	3	S	1	02
1144005000	Fail to stop before entering intersection	3	S	1	02
11440050C0	Fail to stop before entering intersection	3	S	1	02
11440060B0	Fail to stop before nearest crosswalk	3	S	1	02
11440050B0	Fail to stop before nearest crosswalk - intersection	3	S	1	02
1159001000	Fail to stop for emergency vehicle	3	S	1	02
11590010A0	Fail to stop for emergency vehicle	3	S	1	02
11590010B0	Fail to stop for emergency vehicle	3	S	1	02
1216003000	Fail to stop for police officer	5	S	1	02
1216000000	Fail to stop for police officer	5	S	1	02
1216001000	Fail to stop for police officer	5	S	1	02
1216002000	Fail to stop for police officer	5	S	1	02
1175011000	Fail to stop for school bus - meeting	3	S	1	02
1175012000	Fail to stop for school bus - overtaking	3	S	1	02
1806000000	Fail to stop for school bus *out of province conviction*	0	S	1	02
1906000000	Fail to stop for school bus *out of province conviction*	0	S	1	02
1174001000	Fail to stop public vehicle at railway crossing	5	S	1	02
1174002000	Fail to stop school bus at railway crossing	5	S	1	02

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
J021000000	Fail to stop vehicle upon direction	5	S	1	02
B029001000	Fail to stop vehicle upon direction - public vehicle	5	S	1	02
1016004000	Fail to surrender documents	0	A	4	01
J022002000	Fail to surrender documents	1	S	1	01
1190004000	Fail to surrender log book	5	S	1	10
9493015030	Fail to surrender logs/documents	5	S	1	10
1007006000	Fail to surrender original CAVR cab card	0	A	4	01
10070050A0	Fail to surrender permit for motor vehicle	0	A	4	01
10070050B0	Fail to surrender permit for trailer	0	A	4	01
9493011020	Fail to surrender required documents	5	S	1	10
10350010F0	Fail to surrender suspend/cancel licence	2	S	1	02
949300304B	Fail to take 24 hours off duty time	5	S	1	10
1148006000	Fail to turn out to right/left	3	S	1	02
11360000B0	Fail to yield	3	S	1	02
1136002000	Fail to yield acquired right-of-way	3	S	1	02
1144008000	Fail to yield right-of-way to traffic lawfully using an intersection/area controlled by signals	3	S	1	02
1135002000	Fail to yield right-of-way	3	S	1	02
11360010B0	Fail to yield right-of-way at stop sign	3	S	1	02
1138000000	Fail to yield right-of-way at yield sign	3	S	1	02
1138001000	Fail to yield right-of-way at yield sign	3	S	1	02
1140001000	Fail to yield right-of-way pedestrian crossing	3	S	1	02
1139001000	Fail to yield right-of-way from a private road to highway	3	S	1	02
1144007000	Fail to yield right-of-way to pedestrian within crossing	3	S	1	02
1135003000	Fail to yield right-of-way to vehicle on the right	3	S	1	02
1212002000	Fail/refuse to surrender suspended driver licence	5	S	1	02
1965000000	Fail/refuse to provide sample *conviction in USA*	0	S	1	02
7865000000	Fail/refuse to provide sample *conviction in USA*	0	S	1	02
1211002000	Fail/refuse to surrender suspended licence or forward to registrar	5	S	1	02
1124006000	Fails/refuses to proceed to weight machine	3	S	1	02
9613080200	Failure to secure infant in rear facing seat - regulation	2	S	1	02
9613080500	Failure to secure pre-schooler in seat belt - regulation	2	S	1	02
9613080300	Failure to secure toddler in seat harness - regulation	2	S	1	02
72520010B0	Failure to stop at accident - CCC	10	S	1	02
72520010C0	Failure to stop at accident - CCC	10	S	1	02
1106003000	Failure/improper use of seat belt assembly - driver	2	S	2	02
2002003000	False statement re insurance MVACA	5	S	4	01
E0100040B0	False/misleading statement - dangerous goods	6	S	1	07
1159002000	Following fire vehicle too closely	4	S	1	02

appendix f – conviction code table

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1158000000	Following too closely	4	S	1	02
1158002000	Following too closely - commercial motor vehicle	4	S	1	02
1158001000	Following too closely - motor vehicle	4	S	1	02
11180010A0	Gross vehicle over weight**	2	S	3	05
11180010B0	Gross vehicle over weight**	2	S	3	05
11180010C0	Gross vehicle over weight**	2	S	3	05
1007015000	Have more than one permit	0	A	4	01
100500A000	Have more than one permit	0	A	4	01
10070150A0	Have more than one permit	0	A	4	01
9596020200	Headlights not properly aimed	1	S	2	11
J015001000	Hire unlicensed person	0	A	4	01
10350010E0	Hold more than one driver's licence	5	S	1	02
J0040030A0	Hold more than one owner-driver authority	0	A	1	01
1075005000	Horn/bell violation	1	S	1	02
7255002000	Impaired driving - causing bodily harm - CCC	25	S	1	02
7255003000	Impaired driving - causing death - CCC	30	S	1	02
72530000A0	Impaired driving - CCC	15	S	1	02
7255001000	Impaired driving - CCC	15	S	1	02
1964000000	Impaired driving "conviction in USA"	0	S	1	02
7864000000	Impaired driving "conviction in USA"	0	S	1	02
7255004000	Impaired, disqualified - CCC	15	S	1	02
1142004000	Improper arm signal	1	S	1	02
T086010000	Improper bill of lading	0	A	4	01
T087020000	Improper bill of lading	0	A	4	01
T088010000	Improper bill of lading	0	A	4	01
T089010000	Improper bill of lading	0	A	4	01
9587040000	Improper brakes on mobile home	6	S	2	03
1062010000	Improper clearance lights	0	A	2	03
10620100A0	Improper clearance lights - commercial vehicle	1	S	2	03
10620100B0	Improper clearance lights - truck tractor	1	S	2	03
11560010A0	Improper direction on divided highway	5	S	1	02
B005005000	Improper discontinuance notice - public vehicle	0	A	4	01
11540010A0	Improper drive on divided highway - lane change	4	S	1	02
11560010B0	Improper driving from and to roadway	4	S	1	02
1167000000	Improper driving near animals	1	S	1	02
1062006000	Improper head/driving lamps	1	S	2	03
1062011000	Improper identification lamps	0	A	2	03
9575004000	Improper inspection report	1	S	2	11
1062009000	Improper intensity of driving lamps	1	S	2	03
B003002000	Improper leasing of bus	0	A	4	01
1141005000	Improper left turn - across path of approaching vehicle	4	S	1	02
1141006000	Improper left turn at intersection	3	S	1	02
1141007000	Improper left turn - multiple lane highway	3	S	1	02
1062031000	Improper light - snow removal equipment	1	S	2	03

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1062026000	Improper lights on vehicle other than motor vehicle	1	S	2	03
B024000000	Improper loading beyond body limit - public vehicle	1	S	4	02
1062019000	Improper number plate lamp	0	A	2	03
11650000B0	Improper opening of vehicle door - longer than necessary	2	S	1	02
11650000A0	Improper opening of vehicle door	2	S	1	02
1078002000	Improper operation of TV in motor vehicle	0	A	2	03
11700010B0	Improper parking - lack of visibility	2	S	1	02
11700010A0	Improper parking - off road parking available	2	S	1	02
1170001000	Improper parking - on roadway	2	S	1	02
1170009000	Improper parking - vehicle can be set in motion	2	S	1	02
1170012000	Improper parking - vehicle interfering with traffic	2	S	1	02
1062020000	Improper parking lights	0	A	2	03
1148008000	Improper passing	3	S	1	02
1166001000	Improper passing - approaching stopped street car	3	S	1	02
11480080A0	Improper passing - approaching traffic	3	S	1	02
1166002000	Improper passing - left of street car	3	S	1	02
11480080B0	Improper passing - overtaking traffic	3	S	1	02
1062022000	Improper position/number/use of spot lamps	1	S	2	03
Y982220000	Improper push out windows in public vehicle	3	S	2	03
1062024000	Improper rear lamp on trailer	1	S	2	03
1062025000	Improper rear lamps - object over legal width	1	S	2	03
1062015000	Improper red front lamp	1	S	2	03
1141003000	Improper right turn - multiple lane highway	3	S	1	02
1141002000	Improper right turn at intersection	3	S	1	02
1062013000	Improper side marker lamps	1	S	2	03
11420040A0	Improper signal - manually - left turn	1	S	1	02
11420040B0	Improper signal - manually - right turn	1	S	1	02
1142006000	Improper signalling device	1	S	1	02
1062029000	Improper signalling devices	1	S	2	03
1069001000	Improper tire - damage to highway	4	S	2	03
B017001000	Improper toll charged	0	A	4	01
9618050200	Improper trailer coupling	4	S	2	03
11540010B0	Improper use of centre lane of 3 lane highway	3	S	1	02
1062032000	Improper use of flashing blue light	1	S	2	03
Y982040000	Improper use of number plate - public vehicle	0	A	4	01
9980010000	Improper use of rest service or other area	0	A	4	02
1142007000	Improper use of turn signal device	2	S	1	02
T086020000	Improper waybill	0	A	4	01
T087040000	Improper waybill	0	A	4	01
T088020000	Improper waybill	0	A	4	01
T089020000	Improper waybill	0	A	4	01
1062001000	Improper/insufficient driving lamps	1	S	2	03
B025001000	Improper/insufficient exits - public vehicle	3	S	2	03
10700030B0	Improperly installed tires	4	S	2	03

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
Y982210A00	Inadequate/emergency/spare equipment - public vehicle	3	S	2	03
1111002000	Insecure load	6	S	3	04
1072003000	Install other than safety glass in a motor vehicle	1	S	2	03
Y982200000	Interior light violation - public vehicle	1	S	2	03
10900030A0	Issue SSC/affix sticker no inspection/ compliance	4	S	2	11
10350010C0	Lend driver's licence	5	S	1	01
1039001000	Let unlicensed driver hire vehicle	2	S	1	02
9596040000	Lighting device, no glare eliminator	1	S	2	03
1180000000	Littering the highway	0	A	4	02
9577020100	Load not covered/confined	4	S	3	04
J033002000	Make false statement	5	S	1	01
2013002000	Make false statement - CAIA	5	S	1	01
1009001000	Make false statement - HTA	5	S	1	02
1099002000	Make false statement in safety standards certificate	5	S	2	01
1190005000	More than one daily log book	5	S	1	10
7236000000	Motor manslaughter - CCC	30	S	1	02
1961000000	Motor manslaughter *conviction in USA*	0	S	1	02
7861000000	Motor manslaughter *conviction in USA*	0	S	1	02
H005003000	Motor vehicle contained coloured fuel	0	A	4	09
1011002000	New owner failed to apply for permit	0	A	4	01
10320030B0	No air brake endorsement on driver's licence	5	S	1	02
1032001000	No driver's licence or improper class of licence	5	S	1	02
D023000000	No emission controls in motor vehicle	3	S	2	08
K00700301A	No extra-provincial operating licence	0	A	4	01
K01200301A	No extra-provincial operating licence	0	A	4	01
2002001000	No insurance CAIA	5	S	4	01
1033002000	No licence, fail to identify self	5	S	1	02
1033003000	No licence, fail to identify self	5	S	1	02
1069003000	No lock shoe - animal drawn vehicle	4	S	2	03
1066003000	No mud guards	1	S	2	03
1103001000	No name on commercial vehicle	0	A	2	01
J0030010A0	No operating licence	0	A	4	01
B0020010A0	No operating licence - public vehicle	0	A	4	01
1032000000	No operators licence or permit unlicensed driver	5	S	1	02
1103002000	No rear reflector on commercial vehicle	1	S	2	03
10660010B0	No rear view mirror	1	S	2	03
1063000000	No right hand drive sign	1	S	2	03
1062000000	No right hand drive sign	1	S	2	03
1076001000	No slow-moving-vehicle sign	2	S	2	03
Y982090000	No special licence - charter trip	0	A	4	01
Y982180000	No speedometer - public vehicle	1	S	2	03
9618050100	No trailer coupling	4	S	2	03
1011101000	No valid information package-inspection/transfer	0	A	4	01
10660010A0	No windshield wipers	2	S	2	03

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1066005000	No working odometer in vehicle	0	A	2	03
1068000000	No working speedometer in bus	1	S	2	03
11700100A0	No/improper warning equipment - commercial vehicle - flare lamp	2	S	2	03
1170010000	No/improper warning equipment - commercial vehicle	2	S	2	03
1170011000	No/improper warning equipment - disabled commercial vehicle	2	S	2	03
1175003000	Non-school bus painted chrome yellow	1	S	2	03
1013002000	Numbers on plate not plainly visible	0	A	4	01
1073003000	Obscured interior colour coated windows	1	S	2	03
J024003000	Obstruct investigation	5	S	1	02
1225005000	Obstruct officer/withhold records	5	S	4	02
E0100040D0	Obstruct/hinder dangerous goods inspector	6	S	1	07
11240070B0	Obstructs weight measuring or examination	5	S	1	02
9596020100	Only single beam headlight	1	S	2	03
10470080B0	Operate commercial motor vehicle without valid permit/CVOR certificate	3	S	1	01
1023001000	Operate commercial motor vehicle - improper insurance	5	S	4	01
K003003000	Operate in contravention of MVTA regulation	0	A	4	01
20020010A0	Operate motor vehicle - no insurance CAIA	5	S	1	01
H004016030	Operate motor vehicle - no valid registration decal	0	A	4	09
K00400201A	Operate public vehicle - not holder of extra-provincial licence	0	A	4	01
K00400201B	Operate public vehicle contrary to extra-provincial licence	0	A	4	01
Y982120000	Operate public vehicle outside authorized area	0	A	4	01
B012000000	Operate unlicensed public vehicle	0	A	4	01
1085001000	Operate vehicle - fail to display device	3	S	2	01
9608010100	Operate vehicle - left lane King's highway	1	S	1	02
72590050A0	Operate while disqualified or prohibited - CCC	10	S	1	02
B003001000	Operating improperly leased bus	0	A	4	01
1111001000	Overhanging not marked/lit	6	S	3	04
1109008000	Overlength combination of vehicles	3	S	2	06
1109006000	Overlength vehicle	3	S	2	06
1110001000	Overload - in excess of permit	3	S	3	05
11160010C0	Overweight - dual axle**	2	S	3	05
1116002000	Overweight - dual axle (single tires)**	2	S	3	05
1119004000	Overweight - during freeze up**	2	S	3	05
11170000C0	Overweight - four axle group**	2	S	3	05
1121001000	Overweight - in excess of permit	0	A	3	05
1120000000	Overweight - on axle - class B highway**	2	S	3	05
1115001000	Overweight - on tires**	2	S	3	05
1122003000	Overweight - on tires - reduced load period**	2	S	3	05

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
11160010B0	Overweight - single axle (dual tires)**	2	S	3	05
11160010A0	Overweight - single axle (single tire)**	2	S	3	05
1116006000	Overweight - single front axle (exceed rating)**	2	S	3	05
1116004000	Overweight - single front axle (no verification) **	2	S	3	05
11170000B0	Overweight - three axle group**	2	S	3	05
11150010B0	Overweight - tires 150 mm or more**	2	S	3	05
11150010A0	Overweight - tires less then 150 mm**	2	S	3	05
11160010D0	Overweight - triple axle**	2	S	3	05
1116003000	Overweight - triple axle (single tire)**	2	S	3	05
11170000A0	Overweight - two axle group**	2	S	3	05
1118003000	Overweight - vehicle - violate authority**	2	S	3	05
1109002000	Overwidth load	3	S	3	06
11500010C0	Pass on right - not on one-way highway	3	S	1	02
11500010B0	Pass on right - not sufficient road width	3	S	1	02
1150002000	Pass on right - unsafe conditions/off roadway	3	S	1	02
1150001000	Pass vehicle on right not in safety	3	S	1	02
11500010A0	Pass vehicle on right not turning left	3	S	1	02
1140003000	Passing within 30 m of pedestrian cross-over	3	S	1	02
W362060B00	PCB disposal not in accordance with written instruction	6	S	4	08
W362060A00	PCB disposal without certificate	6	S	4	08
1140002000	Pedestrian cross-over violation	3	S	1	02
11400020A0	Pedestrian cross-over violation	3	S	1	02
11400020B0	Pedestrian cross-over violation	3	S	1	02
11400010B0	Pedestrian cross-over violation - other side of road	3	S	1	02
11400010A0	Pedestrian cross-over violation - same side of road	3	S	1	02
1107008000	Permit operation of vehicle - standards not met	6	S	4	11
1190006000	Permit operation of commercial motor vehicle not in accord with regulations	6	S	4	10
B022002000	Permit overcrowding of driver - public vehicle	2	S	1	02
1032011000	Permit person drive vehicle with air brakes - no endorsements	5	S	1	01
1032010000	Permit unlicensed driver	5	S	1	02
10120010D0	Permit use of plate not authorized for vehicle	0	A	4	01
10120010E0	Permit use of val tag not authorized	0	A	4	01
10100020B0	Permit/draw conversion unit - no identification number	0	A	4	01
10100020C0	Permit/draw converter dolly - no identification number	0	A	4	01
10100020A0	Permit/draw trailer - no identification number	0	A	4	01
9493004030	Permit/drive after 15 hours on duty	6	S	1	10
1010001000	Permit/drive vehicle - no identification number	0	A	4	01
9493004010	Permit/exceed 13 hours driving time	6	S	1	10
10120010C0	Plates unlawfully removed	0	A	4	01
10350010A0	Possess/use illegal licence	5	S	1	01

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
10350010B0	Possess/use non-photo card portion cancelled/revoked/suspended licence	5	S	1	01
10110010A0	Prior owner failed to remove plates	0	A	4	01
1144020000	Proceeding unsafely after stop-emergency vehicle	3	S	1	02
20020030B0	Produce false evidence CAIA	5	S	4	01
2003004000	Produced false insurance MVACA	5	S	1	01
B029004000	Prohibit officer from entry - public vehicle	5	S	1	02
1175004000	Prohibited marking/equipment on vehicle	1	S	2	03
1160000000	Prohibited towing	2	S	1	02
1169002000	Prohibited use of alternating high-beam headlights	2	S	1	02
1143000000	Prohibited U-turn	2	S	1	02
11430000D0	Prohibited U-turn within 150 m of bridge/viaduct/ tunnel	2	S	1	02
11430000B0	Prohibited U-turn on/near railway crossing	2	S	1	02
11430000A0	Prohibited U-turn upon a curve	2	S	1	02
11430000C0	Prohibited U-turn upon approach to hill crest	2	S	1	02
B014002000	Public vehicle plate not attached/exposed	0	A	4	01
9587005020	Push rod stroke exceeds manufacturer maximum	6	S	2	03
9587005010	Push rod stroke exceeds prescribed limit	6	S	2	03
1172000000	Racing	6	S	1	02
1172001000	Racing	6	S	1	02
1805000000	Racing *out of province conviction*	0	S	1	02
1905000000	Racing *out of province conviction*	0	S	1	02
1079002000	Radar warning device in motor vehicle	1	S	2	03
1082003000	Refusal examination of unsafe vehicle	6	S	2	02
H0190060C0	Refuse answer questions Fuel Tax Act	5	S	1	09
H0190060A0	Refuse comply with stop signs - Fuel Tax Act	5	S	1	09
H0050020D0	Refuse detention and examination motor vehicle	0	A	1	09
H005002000	Refuse detention/fuel sample/produce certificate	0	A	1	09
H0190060B0	Refuse examination of vehicle - Fuel Tax Act	5	S	1	09
B021000000	Refuse passenger	0	A	1	02
H0050020E0	Refuse to permit fuel samples	0	A	1	09
1146006000	Remove/deface/interfere portable lane control	2	S	1	02
1106002000	Removed/modified/inoperative seat belt assembly	2	S	2	03
9575006000	Repair defect - fail to complete inspection report	1	S	2	11
96120101C2	School bus control device improperly placed - rear	2	S	2	03
96120101C3	School bus regulation - control device in access/no warning device	2	S	2	03
9612030200	School bus regulation - fail to have push out rear window	3	S	2	03
96120301F0	School bus regulation - improper interior lighting	1	S	2	03
96120301H0	School bus regulation - improper tires	4	S	2	03
96120301D0	School bus regulation - inadequate body floor	3	S	2	03
96120301G0	School bus regulation - no axe/clawbar/ adequate fire exit	3	S	2	03

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
96120101B0	School bus regulation - no/improper do not pass sign	2	S	2	03
96120301I0	School bus regulation - no/improper emergency exit	3	S	2	03
96120101D0	School bus regulation - no/improper equipped first aid kit	2	S	2	03
96120301A0	School bus regulation - no/improper interior/side mirror	2	S	2	03
96120101A0	School bus regulation - no/improper school bus sign	2	S	2	03
96120101C0	School bus regulation - no/improper signal lights	2	S	2	03
96120301B0	School bus regulation - no/improper snow tires/chains	2	S	2	03
96120301C0	School bus regulation - no/improper speedometer	1	S	2	03
96120301E0	School bus regulation - no/improper windshield wipe/defrost	2	S	2	03
1116005000	Single front axle verification not produced	2	S	3	01
B020000000	Smoking while driving public vehicle	0	A	4	02
J0150020A0	Soliciting	0	A	4	01
1110007000	Special permit violation	3	S	4	01
1808000000	Speed 16 to 29 km/h over zone speed *out of province*	0	S	1	02
1809000000	Speed 30 to 49 km/h over zone speed *out of province*	0	S	1	02
1810000000	Speed 50 km/h or more over zone speed *out of province*	0	S	1	02
1128R00000	Speeding	2	S	1	02
1800000000	Speeding *out of province conviction*	0	S	1	02
1900000000	Speeding *out of province conviction*	0	S	1	02
1801000000	Speeding 00 km/h in 00 km/h zone - *out of province*	0	S	1	02
1901000000	Speeding 00 km/h in 00 km/h zone - *out of province*	0	S	1	02
11280010B0	Speeding 00 km/h in 00 km/h zone - 50 in built-up area	2	S	1	02
11280010A0	Speeding 00 km/h in 00 km/h zone - 80 not in city/etc.	2	S	1	02
11280010D0	Speeding 00 km/h in 00 km/h zone - construction zone	2	S	1	02
11280010A2	Speeding 00 km/h in 00 km/h zone - controlled access highway	2	S	1	02
11280010E0	Speeding 00 km/h in 00 km/h zone - metropolitan road	2	S	1	02
11280010C0	Speeding 00 km/h in 00 km/h zone - prescribed on highway	2	S	1	02
1128001000	Speeding more than 15 but less than 30	2	S	1	02

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
1128000000	Speeding more than 30 but less than 50	2	S	1	02
11740010A0	Stop public vehicle wrong place at railway crossing	5	S	1	02
11750100B0	Stop school bus at loading zone not close to edge of roadway	2	S	1	02
11740020A0	Stop school bus wrong place at railway crossing	5	S	1	02
1146005000	Stop wrong place on portable signal	2	S	1	02
11750100A0	Stopping school bus opposite designated loading zone	2	S	1	02
9585190100	Temporary licence holder operate improper vehicle	5	S	1	02
9614003010	Tie-down assembly fails required aggregate work load	4	S	3	04
W347190100	Transfer waste without approval	6	S	4	08
F0770902A0	Transport danger goods untrained person	6	S	1	07
F077040100	Transport danger goods without documentation	6	S	1	07
F077050100	Transport danger goods without safety marks - Part V	6	S	1	07
T091040100	Transport goods in tank vehicles	0	A	4	01
T091020800	Transport household goods	0	A	4	01
T091040200	Transport new vehicles	0	A	4	01
H025002000	Transport/store/deliver coloured fuel - no label	0	A	4	09
10780010A0	TV in motor vehicle improper position	1	S	2	02
10780010B0	TV in motor vehicle visible to driver	1	S	2	03
D02700A000	Unauthorized operation of waste management system	6	S	1	08
1090002000	Unauthorized person affix vehicle inspection sticker	1	S	2	11
1090001000	Unauthorized person issue vehicle inspection sticker	1	S	2	11
W347190200	Unauthorized transfer of waste	6	S	4	08
9587005090	Unequal braking power	6	S	2	03
1047007000	Unlawful possession of CVOR certificate	5	S	1	01
1047006C00	Unlawful possession of driver's licence	5	S	1	01
1047006000	Unlawful possession of licence	5	S	1	01
1047005000	Unlawful possession of permit	5	S	1	01
1047005B00	Unlawful possession of vehicle permit	5	S	1	01
1075006000	Unlawful siren	2	S	1	02
9586020000	Unlicensed driving instructor	5	S	4	01
1075004000	Unnecessary noise	0	A	1	02
1132000000	Unnecessary slow driving	2	S	1	02
Y982150000	Unqualified public vehicle driver	5	S	4	02
1142001000	Unsafe move	3	S	1	02
1142002000	Unsafe move from parked position	3	S	1	02
Y982160000	Unsafe/unsanitary public vehicle	6	S	2	03
9614003060	Use defective or damaged tie-down assembly	4	S	2	04
1067000000	Use extended mirrors over 305 mm	1	S	2	03
10120010F0	Use of PL/VAL not in accordance with act	0	A	4	01

appendix f – conviction code table

CD OFFENCE	Long Form Description	Points	Sfty	Alt Grp	Ctgy
10350010D0	Use other persons driver's licence	5	S	1	01
1062014000	Use restricted intermittent red light	1	S	2	03
11750090A0	Use school bus lights at controlled intersection	3	S	1	02
11750090B3	Use school bus overhead lights/stop arm at traffic signal - no sign	3	S	1	02
11750090B1	Use school bus overhead lights/stop arm at traffic signal – stop	3	S	1	02
11750090B2	Use school bus overhead lights/stop arm at traffic signal – crosswalk	3	S	1	02
11750090C0	Use school bus overhead lights/stop arm within prohibited 60 m	3	S	1	02
1062016000	Use volunteer fire fighter (V.F.F.) lamp improperly	1	S	2	03
1062016010	Use volunteer fire fighter (V.F.F.) lamp improperly	1	S	2	03
9587030000	Vehicle brakes not adequate	6	S	2	03
9587050000	Vehicle brakes not evenly adjusted	6	S	2	03
9628003000	Vehicle modified - failed to apply for new permit	1	S	4	03
20020010B0	Vehicle owner without insurance CAIA	5	S	4	01
X261050000	Violate federal direction - dangerous goods	6	S	4	07
Y982060300	Violate time table - public vehicle	0	A	4	01
Y982190200	Violation - fire extinguisher in public vehicle	3	S	2	03
9587005080	Wheel brake improper/removed/inoperable	6	S	2	03
9587005050	Wheel brake not automatically adjustable	6	S	2	03
9587005060	Wheel brake not equipped with indicator	6	S	2	03
1074001000	Windows obstructed	1	S	2	03
10740010A0	Windows obstructed - front and/or side	1	S	2	03
10740010B0	Windows obstructed - rear	1	S	2	03
1153000000	Wrong way on a one-way street	3	S	1	02

Appendix G - Commercial Vehicle Inspection Report

COMMERCIAL VEHICLE INSPECTION REPORT TEMPLATE

10	BRAKE SYSTEM
101	Brakes
101A	Combination of 20% Defects

20 % items

1011	ADJUSTMENT
1012	Brake inoperative
	COMPONENTS
10131	Internal
10132	External
	LININGS
10141	Loose/Cracked/ Missing
10142	Contaminated
10143	Thickness

1015	STEERING AXLE BRAKES
10151	Brake inoperative
10152	Chambers mismatched
10153	Slack Adj. mismatched
10154	LININGS / PADS
101541	Loose
101542	Contaminated
101543	Thickness
1016	AIR SUPPLY HOSE / TUBING
101611	Damaged
101612	Leaking
101613	Improper splice
101614	Restricted / crimped
10162	TANKS
101621	Tank separated from attach.
10163	AIR COMPRESSOR
101631	Loose / missing bolts
101632	Cracked / broken brackets
101633	Cracked / broken / loose pulley
10164	AIR LOSS RATE
1017	SAFETY DEVICES
10171	Low press. warning device
101711	Missing
101712	Inoperative
101713	Improper operation
10172	TRACT. PROTEC. SYSTEM
101721	Missing
101722	Inoperative
101723	Function improperly
102	HYDRAULIC BRAKES
1021	Fluid leaking
1022	Fluid level low
1023	Pedal reserve
1024	Pedal fade
1025	BRAKE HOSE / TUBING
10251	Damaged
10252	Restricted
1026	Fluid / Failure Warn Device
1027	POWER ASSIST
10271	Elec / Hyd power ass. inop
10272	Insufficient vacuum
10273	Vacuum hose / line damage
10274	Inop Low-Vacuum warning
1028	TRAILER BREAKAWAY DEV.
10281	Missing / Inop Breakaway
103	ELECTRIC BRAKES
1031	Elec. Brakes Inoperative
1032	Missing / inop breakaway
104	DRUMS / ROTORS
1041	Cracked
1042	Broken/missing
105	PARKING BRAKE
1051	Inoperative
1052	Missing/inop breakaway

11	EXHAUST SYSTEM
111	Leaking
112	Location
113	Length of system (Buses only)

12	FUEL SYSTEM
121	Dripping Leak
122	FUEL TANK
1221	Insecure
1222	Fastener loose / missing
1223	Cap missing

13	STEERING SYSTEM
131	Improper Modifications
1311	STEERABLE C-DOLLY
13111	Steering missing / inop
13112	Steering not centred in zero lock
132	STEERING WHEEL - freeplay
133	STEERING COLUMN
1331	Fasteners loose / missing
1332	U-joint defective
1333	Steering wheel loose
134	COMPONENT / LINKAGE
1341	Cracked
1342	Repair welded
1343	Fasteners loose / missing
135	STEERING BOX
1351	Cracked
1352	Fasteners loose / missing
1353	Mounts cracked
136	PITMAN ARM
1361	Loose
137	POWER STEERING
1371	Cylinder loose
138	BALL & SOCKET JOINT
1381	Worn
1382	Stud nut loose / missing
139	TIE-ROD / DRAG LINK
1391	Clamp loose / missing
1392	Threaded joint loose

14	SUSPENSION SYSTEM
141	AXLE PARTS AND MEMBERS
1411	Front - beam cracked
1412	Fasteners loose / missing
142	SPRING ASSEMBLY
1421	SPRING ASSEMBLY LEAVES
14211	25% broken
14212	Missing / separated
14213	Loose / displaced
1422	Main Leaf - broken
1423	Coil Spring - broken
1424	Rubber Spring - missing
1425	Torsion Bar - broken
143	AIR SUSPENSION
1432	Deflated
144	COMPOSITE SPRINGS
1441	Cracks
145	TRACKING COMPONENTS
1451	Loose / cracked
1452	Broken / missing

15	FRAME
151	FRAME MEMBERS
1511	Broken / loose / sagging
1512	Web cracked
1513	Flange cracked
152	SLIDING SUB FRAME

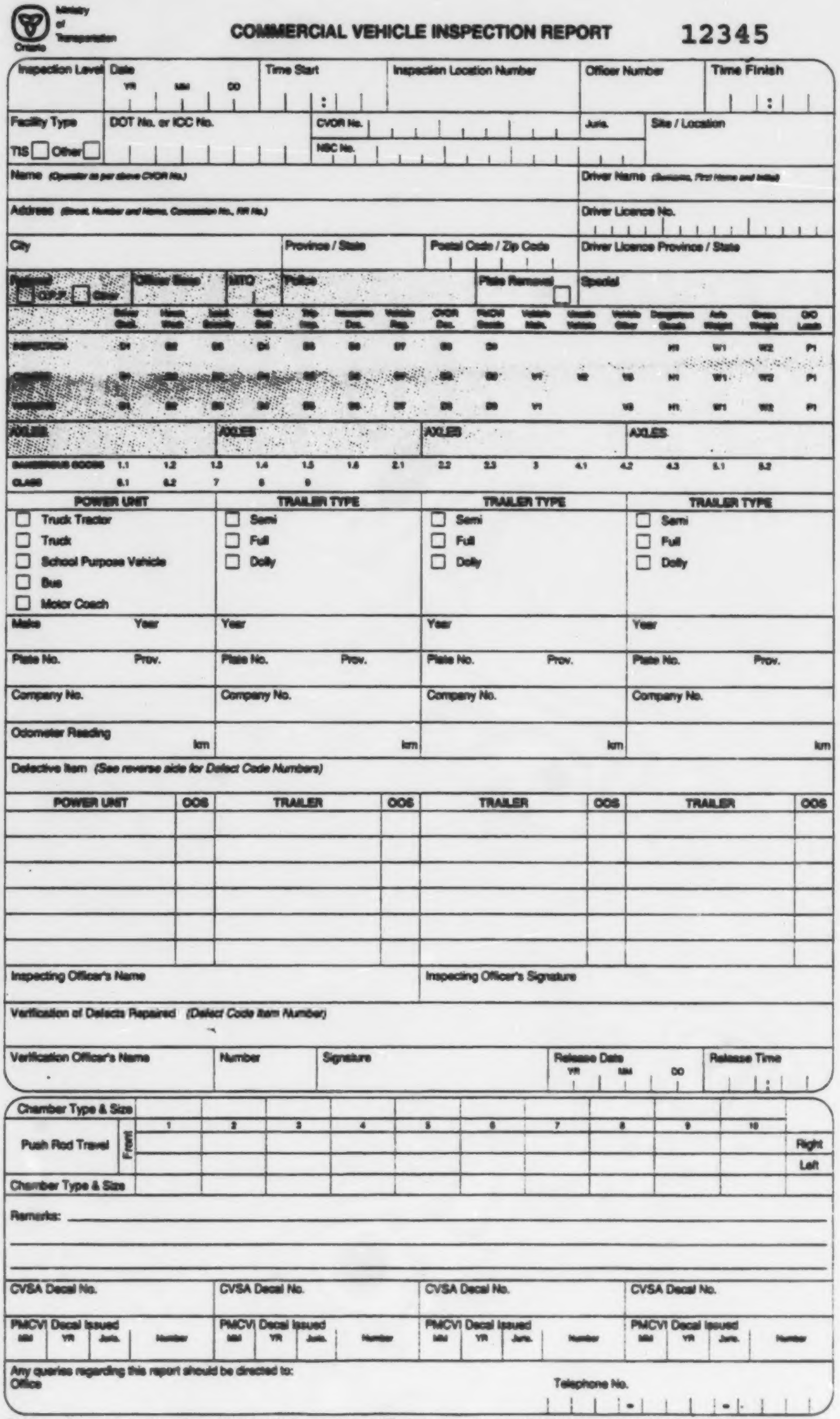
16	TIRES
161	Tread Depth
162	Non - Highway Type
163	Improper Contact
164	CONDITION
1641	Flat / leaking
1642	Ply separation
1643	Cord exposed
1644	Cord damaged
1645	Undertread missing
1646	Overloaded (No Special Permit)

17	WHEELS / RIMS
171	LOCK RING - defective
172	Rim - cracked
173	Disc Wheel - cracked
174	Stud Hole - cracked
175	Spoke Wheel - cracked

COMMERCIAL VEHICLE INSPECTION REPORT TEMPLATE

176	Tubeless Adapt. - crack
177	Fastener - loose / missing
178	WELDS
1781	Cracked
1782	Repair welded
179	WHEEL HUB
1791	Cracked / welded
1792	Cap missing / broken
1793	Hub assembly smoking
18	**BODY**
181	VAN BODY / OPEN TRAILERS
1811	UPPER RAIL - longer than 30'
18111	Broken
18112	Buckled / Cracked - Fasteners
18113	Buckled / Cracked - Roof Bow
18114	Trl. defects 30' or less
1812	LOWER RAIL
18121	Broken
18122	DROP FRAME TRAILERS
1813	FLOOR CROSSMEMBERS
18131	3 or More-Adjacent
18132	Broken Floor
1814	SIDE PANELS
18141	Bay Area Damaged
19	**WINDSHIELD**
191	Damaged
20	**WINDSHIELD WIPERS**
201	Inoperative
202	Missing
203	Damaged / Ineffective
22	**LIGHTING SYSTEM**
221	Headlamp
222	Tail lamp
223	Projecting Load Lamp
224	Stop Lamp
225	Turn Signal Lamp
23	**COUPLING DEVICES**
231	FIFTH WHEEL
2311	Horizontal movement
2312	Kingpin engagement
2313	LOWER COUPLER
23133	Mounting
231333	Mounting angle iron
23134	Mount plate / pivot bracket
23135	SLIDERS
231354	Components - cracked
23136	Lower Plate - cracked
2314	UPPER COUPLER
23141	Kingpin
23142	Bolted Upper Coupler
23143	Upper Plate - cracked
232	PINTLE ASSEMBLY
2321	Cracked
2322	Repair welded
2323	Pintle horn
23231	Insecure Latch
23232	20% Wear in Horn
2324	MOUNTING
23241	Loose Mounting
23242	Cracks in Mounting
23243	Fasteners
233	DRAWBAR
2331	Cracked
2332	Hinge points - movement
2333	Slider components
23331	Ineffective Latch
23332	Missing / Ineffect. Stop
23333	Excessive Movement
23334	Leak at Cyl / Hose / Chamber
2334	EYE
23341	Cracks
23342	Fasteners
23343	More than 20% Wear
23344	Welded Repairs
234	SAFETY DEVICES
2342	Missing
2343	Unattached / ineffective
2344	Improper repairs
235	SADDLE MOUNTS
2351	Cracked / broken
2352	Fasteners missing/ ineffective
2353	Mounting loose
2354	Horizontal movement
236	BALL BEARING TURNTABLE
2361	Flange
23611	Cracked
23612	Upper/Lower Half Touching
2362	Mounting
23621	Cracks in Welds
23622	Insufficient Bolts
24	**LOAD SECURITY**
241	Insecure Load / Components
242	Tiedown Assemblies
243	Intermodal Container Securement
25	**DANGEROUS GOODS**
251	SAFETY MARKS
2511	50% of placards missing
2512	Placards misrepresent the load
253	DOCUMENTATION
2531	No documentation
254	DRIVER TRAINING
2541	No training certificate
2542	Certificate not valid
255	LOAD
2551	Transporting prohibited goods
2552	Transporting incompatible Class 1 explosives
2553	Leaks
26	**MOTOR COACHES / BUSES**
262	EMERGENCY EXIT
2621	Missing / Inop / Obstructed
27	**SCHOOL / SCH. PURP.**
271	STOP ARM
272	ALTERNATING OVERHEAD LIGHTS
273	"*SCHOOL BUS*" sign
274	"*DO NOT PASS*" sign
275	CROSSOVER MIRRORS
276	DEFROSTERS
277	WIPERS
28	**LOADNG RAMPS / LIFTS**
281	RAMP SECUREMENT
282	RAMP STUCTURE
283	RAMP FUNCTION
284	POWER LIFT
29	**PASSENGER RESTRAINTS**
291	NUMBER
292	CONDITION / FUNCTION
30	**WHEEL CHAIR RESTRAINTS**
301	NOT SO EQUIPPED
302	NUMBER (ACCESS. TRANSIT ONLY)
303	CONDITION / FUNCTION
31	**SAFETY EQUIPMENT**
311	FIRST AID KIT
3111	Missing
3112	Incomplete
3113	Securement / access
312	AXE OR CLAW BAR
3121	Missing
3122	Securement / access

appendix g – commercial vehicle inspection report



Ministry of Transportation
Ontario

COMMERCIAL VEHICLE INSPECTION REPORT

12345

Inspection Level	Date YR MM DD	Time Start	Inspection Location Number	Officer Number	Time Finish

Facility Type TIS ☐ Other ☐	DOT No. or ICC No.	CVOR No. NSC No.	Juris.	Site / Location

Name (Operator as per above CVOR No.)	Driver Name (Surname, First Name and Initial)
Address (Street, Number and Name, Concession No., RR No.)	Driver Licence No.

City	Province / State	Postal Code / Zip Code	Driver Licence Province / State

[illegible] ☐ O.P.P. ☐ Other	Officer Base	MTO	Police	Plate Removed ☐	Special

	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Vehicle Reg.	CVOR Doc.	[illegible]	[illegible]	[illegible]	[illegible]	Dangerous Goods	Axle Weight	Gross Weight	[illegible]
INSPECTION	D1	D2	D3	D4	D5	D6	D7	D8	D9				H1	W1	W2	P1
[illegible]	D1	D2	D3	D4	D5	D6	D7	D8	D9	V1	V2	V3	H1	W1	W2	P1
[illegible]	D1	D2	D3	D4	D5	D6	D7	D8	D9	V1		V3	H1	W1	W2	P1

AXLES	AXLES	AXLES	AXLES

DANGEROUS GOODS	1.1	1.2	1.3	1.4	1.5	1.6	2.1	2.2	2.3	3	4.1	4.2	4.3	5.1	5.2
CLASS	6.1	6.2	7	8	9										

POWER UNIT	TRAILER TYPE	TRAILER TYPE	TRAILER TYPE
☐ Truck Tractor ☐ Truck ☐ School Purpose Vehicle ☐ Bus ☐ Motor Coach	☐ Semi ☐ Full ☐ Dolly	☐ Semi ☐ Full ☐ Dolly	☐ Semi ☐ Full ☐ Dolly
Make Year	Year	Year	Year
Plate No. Prov.	Plate No. Prov.	Plate No. Prov.	Plate No. Prov.
Company No.	Company No.	Company No.	Company No.
Odometer Reading km	km	km	km

Defective Item (See reverse side for Defect Code Numbers)

POWER UNIT	OOS	TRAILER	OOS	TRAILER	OOS	TRAILER	OOS

Inspecting Officer's Name	Inspecting Officer's Signature

Verification of Defects Repaired (Defect Code Item Number)

Verification Officer's Name	Number	Signature	Release Date YR MM DD	Release Time

Chamber Type & Size											
		1	2	3	4	5	6	7	8	9	10
Push Rod Travel	Front										Right
											Left
Chamber Type & Size											

Remarks: ______________________________

CVSA Decal No.	CVSA Decal No.	CVSA Decal No.	CVSA Decal No.
PMCVI Decal Issued MM YR Juris. Number	PMCVI Decal Issued MM YR Juris. Number	PMCVI Decal Issued MM YR Juris. Number	PMCVI Decal Issued MM YR Juris. Number

Any queries regarding this report should be directed to:
Office
Telephone No.

[illegible]

313	FIRE EXTINGUISHER
3131	Not so equipped
3132	Not fully charged
3133	Rating
3134	Securement / access
32	**DOORS**
321	EMERGENCY DOORS
3211	Operation
3212	Locked (IF ON ROAD)
3213	Access
3214	Width (PDPV ONLY)
322	PASSENGER DOORS
3221	Operation
3222	Width (PDPV ONLY)
33	**DRIVERS LICENSES**
331	NO LICENCE
332	IMPROPER LICENCE
333	AIR BRAKE ENDORSEMENT
334	UNDER SUSPENSION
335	FAIL TO PRODUCE LICENCE
34	**HOURS OF WORK**
341	FAIL TO CARRY LOG
342	FAIL TO MAINTAIN LOG
343	FAIL TO COMPLETE GRID
344	DRIVE AFTER 13 HOURS
345	DRIVE AFTER 15 HRS ON DUTY
346	DRIVE AFTER 60-70-120 HRS
(35)	**(SEAT BELT)**
351	FAIL TO WEAR
(36)	**(TRIP INSPECTION)**
361	NO REPORT
362	NO INSPECTION OF VEHICLE
363	IMPROPER INSPECTION
(37)	**(INSURANCE)**
371	NO CERTIFICATE
372	NO INSURANCE
(38)	**(REGISTRATION)**
381	IMPROPER PERMIT
382	NO PERMIT
383	SWITCHED PLATES
(39)	**(CVOR)**
391	NO VALID CVOR
392	FAIL TO CARRY CERT.
(40)	**(AXLE WEIGHTS)**
401	SINGLE AXLE
402	DUAL AXLE
403	TRIPLE AXLE
(41)	**(GROSS WEIGHTS)**
411	ALLOWABLE
412	REGISTERED
(42)	**(O/O LOADS)**
421	WIDTH
422	LENGTH
423	VIOLATE PERMIT

NOTES

Items 10-25 and 33-34 are out-of-service items.

Items 26-32 will not place a vehicle out-of-service but will restrict the carrying of passengers.

Items 35-42 will be marked as violations.

VEHICLE MAKES

BERING	*BERI*
CHEVROLET	*CHEV*
DIAMOND REO	*DIAT*
DODGE	*DOD*
EAGLE	*EGIL*
FORD	*FORD*
FREIGHTLINER	*FRHT*
GMC	*GMC*
HINO	*HINO*
INTERNATIONAL *(Navistar)*	*INTL*
IVECO	*IVEC*
ISUZU	*ISU*
IVECO	*IVEC*
JEEP	*JEEP*
KENWORTH	*KEN*
MACK	*MACK*
MANN	*MANN*
MERCEDES BENZ	*MERZ*
MITSUBISHI	*MITS*
NISSAN (UD)	*NISS*
PETERBILT	*PTRB*
TOYOTA	*TOYT*
VOLVO	*VOLV*
VOLVO GMC	*VOGM*
WHITE *(Autocar / West.Star / Construckr)*	*WHIT*
WHITE/GMC *(Aero / Brigadeer / General)*	*WHGM*
OTHER	*OTHR*

Appendix H - ServiceOntario Kiosk Locations

Town	Site	Street Address	Location
Barrie	Georgian Mall	509 Bayfield St., Lower Level	Bayfield St. and Cundles Rd.
Brampton	Bramalea City Centre	25 Peel Centre Dr., Ground Level	Hwy 7 and Dixie Rd.
Brampton	Shoppers World Brampton	499 Main St. S, Level One	Steeles Ave. and Hwy 10
Burlington	Burlington Mall	777 Guelph Line, Main Level	Guelph Line and QEW
Burlington	Mapleview Mall	900 Maple Ave.	Not available
Cambridge	Cambridge Centre	355 Hespeler Rd., Main Level	Hespeler Rd. and Dunbar Rd.
Don Mills	Don Mills Centre	939 Lawrence Ave., Level One	Don Mills Rd. and Lawrence Ave.
Downsview	Downsview M.T.O.	2680 Keele St. N., Driver and Vehicle Licence Issuing Office	Keele St. N. and Hwy 401
Etobicoke	The Albion Centre	1530 Albion Rd., Main Level	Albion Rd. and Kipling Ave.
Etobicoke	Cloverdale Mall	250 The East Mall, Level One	The East Mall and Dundas St.
Etobicoke	Woodbine Centre	500 Rexdale Blvd., Level One	Hwy 27 and Rexdale Blvd.
Guelph	Stone Road Mall	435 Stone Rd. W., Level One	Stone Rd. and Hanlon Expressway
Hamilton	Centre Mall	1227 Barton St. E., Level One	Barton St. and Kenilworth
Hamilton	Limeridge Mall	999 Upper Wentworth St., Level Two	Limeridge Rd. and Upper Wentworth St.
Kingston	Cataraqui Town Centre	945 Gardners Rd., Level One	Hwy 2 and Hwy 38
Kitchener	Fairview Park	2960 Kingsway Dr., Level One	Hwy 401 and Hwy 8 East
London	Masonville Place	1680 Richmond St. N., Level One	Richmond St. and Fanshawe Park Rd.
London	Westmount Shopping Centre	785 Wonderland Rd. S., Level Two	Wonderland Rd. and Commissioners Rd.
London	White Oaks Mall	1105 Wellington St., Level One	Wellington Rd. and Bradley Ave.
Markham	Markville Town Centre	5000 Hwy 7 East, Level Two	McCowan Rd. and Hwy 7
Mississauga	Dixie Outlet Mall	1250 South Service Rd., Level One	Dixie Rd. and South Service Rd.
Mississauga	Erin Mills Town Centre	5100 Erin Mills Pkwy., Level Two	Erin Mills Pkwy. and Eglinton Ave.
Mississauga	Square One	100 City Centre Dr., Lower Level	Burnhamthorpe Rd. and Hwy 10
Nepean	Bayshore Shopping Centre	100 Bayshore Dr.	Richmond Rd. and The Queensway
Newmarket	Upper Canada Mall	17600 Yonge St., Lower Level	Davis Dr. and Yonge St.
Niagara Falls	Niagara Square	7555 Montrose Rd., Level One	QEW and McLeod Rd.
North York	Fairview Mall	1800 Sheppard Ave. E., Upper Level	Sheppard Ave. and Don Valley Parkway
North York	Lawrence Square	700 Lawrence Ave. W., Level One	Lawrence Ave. and Allen Expressway
Oakville	Oakville Place	240 Leighland Ave, Lower Level	Trafalgar Rd. and QEW

appendix h – serviceontario kiosk locations

Town	Site	Street Address	Location
Orleans	Place D'Orleans	1101 Champlain St., Level Two	Champlain St. and Hwy 17
Oshawa	Oshawa Centre	419 King St. W., Upper Level	King St. and Stevenson Rd.
Ottawa	Carlingwood	2121 Carling Ave., Level One	Woodroffe Ave. and Carling Ave.
Ottawa	Herongate Mall	1670 Heron Rd., Level One	Heron Rd. and Walkley Rd.
Ottawa	Rideau Centre	50 Rideau Rd., Level One	Rideau St. and Colonel By Dr.
Ottawa	St. Laurent	1200 St. Laurent Blvd., Main Level	Queensway and St. Laurent Blvd.
Peterborough	Lansdowne Place	645 Lansdowne St. W., Level Two	Lansdowne St. and Monaghan Rd.
Pickering	Pickering Town Centre	1355 Kingston Rd., Lower Level	Liverpool Rd. and Kingston Rd.
Richmond Hill	Hillcrest Mall	9350 Yonge St., Lower Level	Yonge St. and 2 Mile N of Hwy 7
Sarnia	Lambton Mall	1380 London Rd., Level One	London Rd. and Modeland Rd.
Sault Ste. Marie	Station Mall	293 Bay St., Level One	Bruce St. and Bay St.
Scarborough	Cedarbrae Mall	3495 Lawrence Ave. E., Level One	Lawrence Ave. and Markham Rd.
Scarborough	Eglinton Square	12 Eglinton Square, Level One	Eglinton Ave. and Victoria Park Ave.
Scarborough	Morningside Mall	255 Morningside Ave., Lower Level	Morningside Ave. and Kingston Rd.
Scarborough	Scarborough Town Centre	300 Borough Dr., Lower Level	McCowan Rd. and Hwy 401
St. Catharines	Pen Centre	Glendale Ave., Main Level	Glendale Ave. and Hwy 406
Stoney Creek	Eastgate Square	75 Centennial Pkwy., Delawana Entrance	Centennial Parkway and Queenston Rd.
Sudbury	New Sudbury Centre	1349 LaSalle Blvd., Level One	LaSalle Blvd. and Barrydowne
Thornhill	Promenade Mall	1 Promenade Circle, Level One	Bathurst St. and Centre St.
Timmins	Timmins Square	1500 Riverside Dr., Level One	Hwy 101 and Shirley St.
Toronto	Dufferin Mall	900 Dufferin St., Level One	Dufferin St. and Bloor St.
Toronto	Eaton Centre	220 Yonge St., Level One	Yonge St. and Dundas St.
Toronto	Gerrard Square	1000 Gerrard St. E., Level One	Gerrard St. and Pape Ave.
Toronto	Metro Hall	55 John St., Concourse Level	Metro Centre, Wellington St. and John St.
Toronto	Queen's Park	900 Bay St., Lobby	Bay St. and Wellesley Ave.
Toronto	Royal Bank Plaza	200 Bay St., Upper Concourse Level	Bay St. and Front St.
Toronto	Toronto Dominion Centre	55 King St. W., Lower Level	King St. and Yonge St.
Waterloo	Waterloo Town Centre	75 King St. S., Main Level	King St. and William St.
Willowdale	Centrepoint Mall	6464 Yonge St., Level One	Yonge St. and Steeles Ave.
Windsor	Devonshire Place	3100 Howard Ave., Level One	Howard Ave. and E.C. Row Expressway

Appendix J - How to Get Ministry Data

The following reports, searches and abstracts are available from the Ministry of Transportation. The administrative cost is quoted beside the title of the item. If you want the item to be "certified" by the Ministry, add an extra $6.00 to the cost.

Accident/Collision Reports $12.00

Accident/Collision reports are available in person from the Ministry's Drivers and Vehicles Office at

Ministry of Transportation
Drivers and Vehicles Office
2680 Keele Street
Downsview, Ontario
M3M 3E6

or mail your request to the **Data Management Office** at the above address.

You can also make your request via the **Internet** by visiting **www.mto.gov.on.ca/english**. Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

Requests cannot be made by phone or fax. You can also obtain copies of accident/collision reports from the police department that created the original report. Cost may vary by department.

Carrier Safety Ratings no charge

Carrier Safety Ratings are available on the Internet at **www.carriersafetyrating.com**. This free service allows you to check on a carrier's current Safety Rating using its CVOR number. If you do not have the CVOR number, you may use the carrier's name to search for the CVOR number. Note: You are allowed to search for a maximum of 21 CVOR numbers daily.

This website also provides a list of Excellent and Unsatisfactory carriers.

Commercial Vehicle Inspection Report (CVIR) $6.00

Actual copies of original CVIR's are not available. However, systems-generated copies are available and will provide all the relevant data.

To order copies or to get more information, call (905) 704-2565 or fax (905) 704-2467.

CVOR Abstract $5.00

Public (Level I) and Carrier (Level II) CVOR Abstracts are available through **any Ministry Drivers and Vehicles Office or Driver Exam Centre.** Public (Level I) CVOR Abstracts can also be obtained from a **ServiceOntario Kiosk** in your local area.

Public (Level I) CVOR Abstracts may be ordered over the **Internet** at **www.carriersafetyrating.com**. Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will appear on your screen and may be printed and saved.

CVOR Driver Abstract $5.00

CVOR Driver Abstracts are available through **any Ministry Drivers and Vehicles Office, Driver Exam Centre** or **ServiceOntario Kiosk** in your local area. CVOR Driver Abstracts may also be ordered at www.carriersafetyrating.com.

Driver Abstract $12.00

Driver Abstracts are available through any **Ministry Drivers and Vehicles Office, Ministry Driver Exam Centre, ServiceOntario Kiosk** or **Private Issuing Office** in your local area.

You can also make your request via the **Internet** by visiting **www.mto.gov.on.ca/english**. Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

Legislation and Regulations Charges Vary

It is recommended that you make yourself familiar with the statutes (laws) and regulations that apply to your carrier operation.

Copies of legislation and/or regulations can be obtained by calling **Publications Ontario** at (416) 326-5300 or 1-800-668-9938 in Ontario. You may also obtain this information by visiting their office at

Publications Ontario Bookstore
Main Floor
880 Bay Street
Toronto, ON M7A 1N3

Mail order inquiries should be directed to

Publications Ontario
50 Grosvenor Street
Toronto, ON M7A 1N8 (Visa and MasterCard Accepted)

Publications Ontario On-Line, the Ontario government's virtual bookstore, is also open 24 hours a day, 7 days a week at www.publications.gov.on.ca. Legislation and regulations may also be obtained from www.gov.on.ca and clicking on "Legislation/Laws".

The following regulations under the *Highway Traffic Act* would be of interest to commercial vehicle operators:

Commercial Motor Vehicle Inspections (Trip/Maintenance)	O/Reg. 575
Commercial Vehicle Operator's Registration Certificates / Safety Rating	O/Reg. 424/97
Drivers' Licenses	O/Reg. 340/94
Hours of Work	O/Reg. 4/93
Safety Inspections/Component Standards	O/Reg. 611
Equipment	O/Reg. 587
Security of Loads	O/Reg. 614
Suspension and Impoundment of Commercial Motor Vehicles for Critical Defects	O/Reg. 512/97
Regulations under the *Dangerous Goods Transportation Act*	O/Reg. 261

The following regulation would also be of interest to operators of school buses:

School Buses	O/Reg. 612

☛ **It is important that all carriers be aware of the legislation and regulations that they are subject to. It is also wise to confirm that you have the most recent copy of a statute or regulation.**

Outstanding Fines

No charge

For information regarding licence suspensions for unpaid fines or vehicle parking tickets, contact the **Defaulted Fines Control Centre** of the Ministry of the Attorney General at (416) 327-5754.

If the licence suspension or ticket was issued recently, the Defaulted Fines Control Centre may not have yet received the information from the municipality where the infraction(s) occurred.

Safetynet Report

$20.00 minimum charge

Safetynet Reports are available by contacting the **Safetynet Office** by fax at (905) 704-2467 or by mail at:

Safetynet Office
Ministry of Transportation
301 St. Paul Street 3rd Floor
St. Catharines, ON L2R 7R4

appendix j – how to get ministry data

Please provide the CVOR number for the information you are requesting.
There is a $20.00 minimum charge to search for the required information. There is an additional charge of $1.00 for each inspection and each printout of this information.

U.S. Safetynet $27.50 (U.S. dollars)

General carrier information can be obtained from the **U.S. Safetynet Website** at **www.safersys.org**. Complete carrier profiles can be obtained by calling the **Office of Motor Carriers and Highway Safety** at (703) 280-4001 and providing a U.S. DOT number. There is a flat rate charge of $27.50 U.S. for a full profile of accident and inspection information. A turnaround time of two weeks is standard for receipt of this information through the mail.

Vehicle Record Search/Vehicle Abstract $12.00

This information is available through **any Ministry Drivers and Vehicles Office** or **Driver Exam Centre** in your local area.

You can also make your request via the **Internet** by visiting **www.mto.gov.on.ca/english**. Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

Index of Ministry Offices

Questions pertaining to the Ministry of Transportation commercial vehicle enforcement program can be directed to the following offices. Please contact the location closest to you.

Central Region - Downsview

District Offices	Phone Numbers	Fax Numbers
Durham District	(905) 728-7505	(905) 728-1889
Halton District	(905) 637-4108 x234	(905) 637-4114
Hamilton/Niagara District	(905) 643-7947 x200	(905) 643-7529
Metro Toronto District	(416) 325-2519	(416) 325-8591
Peel District	(905) 793-4345	(905) 874-4038
York District	(905) 713-7324	(905) 713-7328

Eastern Region - Kingston

Postal Bag 4000
355 Counter Street
Kingston, Ontario
K7L 5A3

Phone: (613) 544-2220 ext. 4021
Fax: (613) 545-4632

Northern Region - North Bay

P.O. Box 3030
Suite 301, Ontario Government Building
447 McKeown Avenue
North Bay, Ontario
P1B 8L2

Phone: (705) 497-5411
Fax: (705) 497-5415

Northwestern Region - Thunder Bay

P.O. Box 1177
615 S. James Street
Thunder Bay, Ontario
P7C 4X9

Phone: (807) 473-2021
Fax: (807) 473-2133

Southwestern Region - London

659 Exeter Road
London, Ontario
N6E 1L3

Phone: (519) 873-4285
Fax: (519) 873-4306

Notes

Appendix K - Ontario Court of Justice Locations

The following table lists the Ontario Court of Justice administrative offices across Ontario. These are the locations where a carrier may call or visit to obtain information regarding *Provincial Offences Act* tickets, convictions and fine payments.

The satellite court locations are also listed in relation to the city where their administrative function takes place. For example, a carrier should contact the Barrie office for information on convictions from trials held at the Bradford court.

The province is currently in the process of transferring the responsibility for courts that deal with *Provincial Offences Act* offences to the municipalities in which they are located. The following list is accurate to the time of publication of this guideline. Subsequent revisions to this guideline will include updates to this information.

City	Address	Postal Code	Phone	Satellites
Alexandria	110 Main St. N. P.O. Box 699	K0C 1A0	(613) 525-4330	(satellite of Cornwall, self-administrated)
Barrie	56 Mulcaster St. P.O. Box 400	L4M 4T5	(705) 726-4242	Bradford, Elmvale, Midland, Orillia, Penetang
Belleville	235 Pinnacle St. Postal Bag 4400	K8N 3A9	(613) 966-0331 x2361	Bancroft, Trenton
Bracebridge	District of Muskoka 70 Pine St.	P1L 1N3	(705) 645-1231	Huntsville
Brampton	50 Kennedy Rd. S. (Royal Crest Mall)	L6W 3R7	(905) 450-4770	
Brantford	102 Wellington Square P.O. Box 760	N3T 2M3	(519) 751-9100	
Brockville	32A Wall St.	K6V 4R9	(613) 342-2357	Kemptville, Prescott
Cambridge	152 Main St.	N1R 6R1	(519) 741-3711	
Cayuga	55 Munsee St. N. P.O. Box 399	N0E 1E0	(905) 772-3335	
Chatham/Kent (Blenheim)	21633 Communication Rd. R.R. #5	N0P 1A0	(519) 352-8484 x4001	
Cobourg	860 William St.	K9A 3A9	(905) 372-3329 x231	Brighton, Campbellford, Port Hope
Cochrane	149 Fourth Ave. P.O. Box 1867	P0L 1C0	(705) 272-2538	Hearst, Hornepayne, Kapuskasing, Smooth Rock
Cornwall	Court House 29 Second St. W.	K6J 1G3	(613) 933-7500	Alexandria, Morrisburg
Dryden	479 Government St. P.O. Box 3000	P8N 3B3	(807) 223-2348	Ignace, Pickle Lake, Sioux Lookout, Weagamow, Wapakeka,

appendix k – ontario court of justice locations

City	Address	Postal Code	Phone	Satellites
Espanola	100 Tudhope St. Suite 2	P5E 1S6	(705) 862-7875	Elliot Lake
Fort Frances	320 Portage Ave.	P9A 3P9	(807) 274-1676	Atikokan, Rainy River
Goderich	1 Court House Square	N7A 1M2	(519) 524-9342	Exeter, Wingham
Gore Bay	15 Water St. Postal Bag 700	P0P 1H0	(705) 282-1622	Little Current
Guelph	36 Wyndham St. S. Lower Level	N1H 7J5	(519) 836-2501	Fergus, Mount Forest
Haileybury	Court House 393 Main St.	P0J 1K0	(705) 672-3395	Kirkland Lake
Hamilton	45 Main St. E. Suite 408	L8N 2B7	(905) 540-5718	
Kenora	216 Water St. Room 113A	P9N 1S4	(807) 467-2984	Pikangikum, Poplar Hill, Red Lake, Sioux Narrows, Whitedog
Kingston	279 Wellington St.	K7K 6E1	(613) 547-8557	Sharbot Lake
Kitchener	50 Queen St. N. Suite 520	N2H 6P4	(519) 741-3711	
Lindsay	Court Operations 440 Kent St. W.	K9V 6G8	(705) 324-3962 x205	Minden
London	80 Dundas St.	N6A 2P3	(519) 660-3013	Strathroy
L'Orignal	P.O. Box 304 59 Court St.	K0B 1K0	(613) 675-4661 x332	
Milton	491 Steeles Ave. E.	L9T 1Y7	(905) 878-4165	Burlington , Oakville
Mississauga	300 City Centre Dr. Civic Centre	L5B 3C1	(905) 896-5868	
Morrisburg	Municipal Building P.O. Box 858 6 Fifth St. W.	K0C 1X0	(613) 543-4541	(satellite of Cornwall, self-administrated)
Napanee	97 Thomas St. E.	K7R 3S9	(613) 354-4883 x244	
Newmarket	465 Davis Drive Tannery Centre 2nd Floor, Suite 200	L3Y 7T9	(905) 898-0425	
Niagara Falls	4635 Queen St.	L2E 2L7	(905) 354-2789	Fort Erie
North Bay	200 McIntyre St. E. P.O. Box 360	P1B 8H8	(705) 474-0626 x147	Sturgeon Falls
Orangeville	10 Louisa St., 1st Fl. P.O. Box 105	L9W 2Z5	(519) 941-5808	
Orillia	Huronia Reg. Centre Cottage C Memorial Ave. P.O. Box 460	L3V 6K3	(705) 326-2960	(satellite of Barrie)
Ottawa	Room 2079 161Elgin St.	K2P 2K1	(613) 239-1560	
Owen Sound	1133 2nd Ave. E.	N4K 2J1	(519) 376-0185	Durham, Meaford

City	Address	Postal Code	Phone	Satellites
Parry Sound	Municipal Office 52 Seguin St.	P2A 1B4	(705) 746-2101	Burk's Falls
Pembroke	141 Lake St.	K8A 5L8	(613) 735-3482	Killaloe, Renfrew
Perth	80 Gore St. E.	K7H 1H9	(613) 267-3311	Smiths Falls
Peterborough	99 Simcoe St.	K9H 2H3	(705) 742-7777 x2091	
Picton	332 Main St. P.O. Box 1550	K0K 2T0	(613) 476-2148	
Sarnia	P.O. Box 1060 700 Christina St. N.	N7T 7K2	(519) 344-8880	
Sault Ste. Marie	426 Queen St. E.	P6A 1Z7	(705) 945-8000	Thessalon, Wawa
St. Catharines	59 Church St.	L2R 7N8	(905) 988-6200	
St. Thomas	P.O. Box 310, Station Main 30 St. Catharines St.	N5P 3T9	(519) 633-1230	
Simcoe	P.O. Box 308 530 Queensway W.	N3Y 4L2	(519) 426-6550	
Stratford	1 Huron St.	N5A 5S4	(519) 271-0531 x221	Listowel
Sudbury	155 Elm St. W.	P3C 1V1	(705) 564-7600	
Thunder Bay	500 East Donald St. P.O. Box 1600	P7C 6A9	(807) 625-2896	Armstrong, Geraldton, Longlac, Manitouwadge, Marathon, Nipigon, Schreiber
Timmins	202 Algonquin Blvd. E.	P4N 1B3	(705) 360-1322	Chapleau
Toronto (North York)	47 Sheppard Ave. E.	M2N 5X6	(416) 326-3544	
Toronto (Scarborough)	1911 Eglinton Ave. E.	M1L 4P4	(416) 325-0986	
Toronto	Old City Hall 60 Queen St. W.	M5H 2M4	(416) 327-5167	
Toronto (York)	2265 Keele St.	M6M 3Z7	(416) 326-6718	
Walkerton	215 Cayley St.	N0G 2V0	(519) 881-2333	
Welland	102 East Main St.	L3B 3W6	(905) 735-0010	
Whitby	701 Rossland Rd. E. Unit 13	L1H 8Y9	(905) 571-4111 x6240	Bowmanville
Windsor	200 Chatham St. E.	N9A 2W3	(519) 973-6600	
Woodstock	P.O. Box 397 415 Hunter St. 1st Fl.	N4S 7Y3	(519) 539-9800 x312	Tillsonburg

Notes

Appendix L - CVOR Formulas

ACCIDENT THRESHOLD

An accident threshold value is determined for each carrier, based on its "adjusted fleet size". Carriers with the same adjusted fleet size, therefore, will have the same "accident threshold". The accident violation rates of a large sample of carriers were analysed and a threshold curve was established which identifies those carriers with unacceptably high accident rates relative to other carriers of similar fleet size.

The accident threshold formula is:

	for Fleet Size 1-25	**for Fleet Size 26+**
Accident Threshold	$T_a = 0.2226 f^{-0.5000}$	$T_a = 0.0436$

Where: T_a = accident points / vehicle / month
f = adjusted fleet size

For ease of calculation, accident threshold values have been calculated and presented in a "look-up" table. See Appendix D for the Table of Threshold Values.

CONVICTION THRESHOLD

A conviction threshold value is determined for each carrier, based on its "adjusted fleet size". Carriers with the same adjusted fleet size, therefore, will have the same "conviction threshold". The conviction violation rates of a large sample of carriers were analysed and a threshold curve was established which identifies those carriers with unacceptably high conviction rates relative to other carriers of similar fleet size.

The conviction threshold formula is:

	for Fleet Size 1-25	**for Fleet Size 26+**
Conviction Threshold	$T_c = 1.0452 f^{-0.5663}$	$T_c = 0.1652$

Where: T_c = conviction points / vehicle / month
f = adjusted fleet size

For ease of calculation, conviction threshold values have been calculated and presented in Appendix D.

appendix I - cvor formulas and calculations

INSPECTION THRESHOLD

An inspection threshold value is determined for each carrier, based on its frequency of vehicle inspections. Carriers with the same number of vehicle units inspected, therefore, will have the same "inspection threshold". The inspection violation rates of a large sample of carriers were analysed and a threshold curve was established which identifies those carriers with unacceptably high CVSA inspection "out-of-service" rates relative to other carriers with a similar number of vehicle units inspected.

The inspection threshold formula is:

(for both small and large carriers)

Inspection Threshold $T_i = 5.3841\ v^{-0.4350}$

Where: T_i = inspection points / # of vehicle units inspected
v = # of vehicle units inspected in the analysis period

For ease of calculation, inspection threshold values have been calculated and presented in Appendix D.

CVOR Calculations

How is the adjusted fleet size calculated?

The following three steps are used to establish the *adjusted fleet size* of a carrier that is used to determine the carrier's accident and conviction violation rates and thresholds. This calculation incorporates percentage of travel in Ontario and double-shifting.

1. To calculate the total number of commercial motor vehicles operated in Ontario (Include only those vehicles operated in Ontario):

Vehicle power units **owned** *plus*
Vehicle power units **leased/rented** *plus*
Owner/Operators under your CVOR *plus*
Number of those commercial motor vehicles **double-shifted** *equals*
Total vehicles operated in Ontario.

For Example:

Bob owns **10** highway tractors and leases **5** trucks. He also employs **5** Owner/Operators. The tractors (**10**) are driven by teams and are therefore double-shifted.

Bob's total number of commercial motor vehicles is:

10 + 5 + 5 + 10 = 30 total commercial motor vehicles

2. To calculate the percentage of travel in Ontario:

Total kilometres travelled **in Ontario by those vehicles operating in Ontario** *divided by*
Total kilometres travelled **by those vehicles operating in Ontario** *multiplied by 100 equals*
Percentage of travel in Ontario

For Example:

Bob's fleet travels approximately **500,000** km per year, of **which 400,000** are within Ontario.

Therefore, Bob's percentage of travel is:

(400,000 ÷ 500,000) x 100 = 80% travel in Ontario

3. To calculate the adjusted fleet size:

Total commercial motor vehicles operated in Ontario *multiplied by*
Percentage of travel in Ontario *equals*
Adjusted fleet size (rounded up)

For Example:

Bob's total number of commercial motor vehicles operated in Ontario is **30** and the percentage of travel of these vehicles in Ontario is **80%**.

Therefore, Bob's adjusted fleet size is:

30 x 80% = 24

How are the Accident Violation Rate and Percentage of Threshold calculated?

Using the data collected from police accident reports, accident demerit points are assigned according to the Accident Weighting Table (See Table 1, Page 20)

An accident is considered to have 'impropriety' if the accident report indicates something other than 'normal' under vehicle condition (fields 31and 32), driver action (fields 33 and 34) or driver condition (fields 35 and 36). See the Motor Vehicle Accident Report and Template in Appendix E for more details.

For Example:

A carrier with an adjusted fleet size of **2** vehicles had the following **3** accidents in the past 24-month period *(Note: The 24-month period does not include the most recent 30 days)*:

- 1 involving property damage and no impropriety (**0 points**);
- 1 involving personal injury and impropriety/charges (**8 points**); and,
- 1 involving a fatality and no impropriety (**0 points**).

The Accident Violation Rate would be calculated in the following manner:

Step1:

Calculate the total accident points.

0 + 8 + 0 = 8 (total accident points)

Step 2:

Divide the total accident points (**8**) by the number of vehicles operated (**2**).

8 ÷ 2 = 4 (total points per vehicle)

Step 3:

Divide the number of points per vehicle (4) by the number of months operated (24).

4 ÷ 24 = 0.1667 (points per vehicle per month)

Step 4:

Consult the Table of Threshold Values (see Appendix D) to determine the accident threshold for a carrier with a fleet size of **2**. The accident threshold value for an adjusted fleet size of **2** is **0.1574**.

Step 5:

To calculate the percentage of threshold, divide the points per vehicle per month (**0.1667**) by the accident threshold value in the table (**0.1574**) and multiply the result by 100.

(0.1667 ÷ 0.1574) x 100 = 105.9% (% of accident threshold = P_a)

In other words, this carrier's accident violation rate is **5.9%** above the accident threshold for a carrier with an adjusted fleet size of **2** vehicles.

How are the Conviction Violation Rate and Percentage of Threshold calculated?

The CVOR system assigns points to safety related convictions as indicated in the Conviction Code Table (See Appendix F).

For Example:

The same carrier described previously with an adjusted fleet size of **2** vehicles also had the following **4** convictions in the past 24-month period. *(Note: The 24-month period does not include the most recent 30 days)*:

- Fail to make daily log (**6 points**);
- Overweight - dual axle over 2000 kg (**2 points**);
- Drive motor vehicle - fail to display plates (**0 points**); and
- Fail to inspect/repair/maintain according to standard (**6 points**).

The Conviction Violation Rate would be calculated in the following manner:

Step 1:

Calculate the total conviction points.

6 + 2 + 0 + 6 = 14 (total conviction points)

Step 2:

Divide the total conviction points (**14**) by the number of vehicles operated (**2**).

14 ÷ 2 = 7 (total points per vehicle)

Step 3:

Divide the number of points per vehicle (**7**) by the number of months operated (**24**).

7 ÷ 24 = 0.2916 (points per vehicle per month)

Step 4:

Consult the Table of Threshold Values (See Appendix D) to determine the conviction threshold for a carrier with an adjusted fleet size of **2**. The conviction threshold value for an adjusted fleet size of 2 is **0.7059**.

Step 5:

To calculate the percentage of threshold, divide the points per vehicle per month (**0.2916**) by the conviction threshold value in the table (**0.7059**) and multiply the result by 100.

(0.2916 ÷ 0.7059) x 100 = 41.3% (% of conviction threshold = P_c)

In other words, this carrier's conviction violation rate is at **41.3%** of the conviction threshold established for a carrier with an adjusted fleet size of **2** vehicles.

How is the Inspection Violation Rate and Percentage of Threshold calculated?

The CVOR system assigns points to Commercial Vehicle Safety Alliance (CVSA) out-of-service (oos) vehicle defects. This calculation is performed on the 'number of vehicle units' inspected as opposed to the adjusted fleet size used to calculate the accident and conviction violation rates.

Two calculations are performed to derive the inspection threshold.

For Example:

The same carrier as before with an adjusted fleet size of **2** vehicles had the following **3** inspections in the past 24-month period *(Note: The 24-month period does not include the most recent 30 days).*

Table 2
Out-of-Service Points Calculation Table
(1 point per defect)

	Power Unit	Trailer 1	Converter Dolly	Trailer 2	**Total Points Assigned**	**# Vehicle units inspected**
Inspection 1	1	0	0	1	2	4
Inspection 2	0	0	N/A	N/A	0	2
Inspection 3	3 (max. 2 pts.)	4 (max. 2 pts.)	0	2	6	4
				Total	**8**	**10**

Calculation 1:

Step 1:

Calculate the total inspection points.

☛ **Remember, each oos defect is assigned 1 point, but the maximum number of points assigned for each vehicle unit inspected is 2.**

☛ **Remember, a minimum of 2 inspections are required to calculate the Inspection Violation Rate.**

2 + 0 + 6 = 8 (total inspection points where 1 oos defect = 1 point)

Calculation 2:

Step 1:

Determine the total number of inspections in which at least one oos defect was discovered. In this carrier's case **2** inspections had oos defects (Inspections 1 and 3).

Step 2:

Determine the total number of inspections conducted in the previous 24-month period *(Note: The 24-month period does not include the most recent 30 days)*. In this case the carrier had **3** inspections.

Step 3:

Divide the total number of inspections with oos defects (**2**) by the total number of inspections conducted (**3**) and multiply by 100. This value gives you the oos rate.

(2 ÷ 3) x 100 = 66.7% (oos rate)

Step 4:

Locate the out-of-service rate standard as indicated on the second page of the Carrier CVOR Abstract (Level II) (i.e. 35.3%).

Step 5:

Count 1 point for every **full** 10% the oos rate in Step 3 exceeds the current out-of-service rate standard (Step 4).

66.7% - 35.3% = 31.4%

= 3 points (1 point for each full 10%)

Step 6:

Add the points calculated in Calculation 1 (**8**) to the value calculated in Step 5 (**3**) and divide by the number of vehicle units inspected as found in Table 2 (**10**)

8 + 3 = 11 points (from **10** vehicle units inspected)

11 ÷ 10 = 1.1000 points per vehicle unit inspected

Consult the Table of Threshold Values (Appendix D) to determine the inspection threshold for a carrier with **10** vehicle units inspected (**1.9775**).

Step 7:

To calculate the percentage of threshold, divide the points per vehicle units inspected (**1.1000**) by the inspection threshold value in the table (**1.9775**) and multiply the result by 100.

(1.1000 ÷ 1.9775) x 100 = 55.6% (% of inspection threshold = **P_i**)

In other words, this carrier's inspection violation rate is at **55.6%** of the inspection threshold established for a carrier with **10** vehicle units inspected.

How does the CVOR system calculate a carrier's Overall Performance?

The carrier's overall performance is determined by combining its accident, conviction and inspection performance values in the proportions of 2 to 1 to 1.

The overall performance measure formula is:

Overall Performance $P_o = (2P_a + P_c + P_i) / 4$

Where:
P_o = Overall Performance
P_a = Accident Performance
P_c = Conviction Performance
P_i = Inspection Performance

When a carrier's overall violation rate exceeds 1 (100%), it is said to be "over threshold" and may be subject to sanctioning by the Registrar of Motor Vehicles.

Remember that the Overall Percent of Threshold calculation weights accidents at double the severity of convictions and inspections (2:1:1 ratio).

Step 1:

Multiply the Percent of Accident Threshold **(105.9%) by 2** and add the Percent of Conviction Threshold (**41.3%**) and Percent of Inspection Threshold (**55.6%**).

2(105.9%) + 41.3% + 55.6% = 308.7%

Step 2:

Divide the value in Step 1 (**308.7%**) by **4** to derive the Percent of Overall Threshold.

308.7% ÷ 4 = 77.2%

This value represents the carrier's overall violation rate as a percentage of their overall threshold.

How is the Overall Violation Rate calculated as a percentage of the Overall Threshold when a carrier's fleet size has changed?

When a carrier's fleet size has changed within a two-year period, the Ministry assigns a violation rate for each fleet size period and averages the violation rate over the full two-year period. This averaging of fleet size more accurately determines a carrier's overall violation rate as a percentage of overall threshold.

A carrier may wish to request a Performance Analysis of their CVOR record to better understand this calculation. This can be done by calling the Ministry's Carrier Sanctions and Investigation Office at (905) 704-2500, or 1-800-387-7736 (in Ontario only), and asking to speak to the CVOR Analyst for your area.

Notes

Appendix M - CVOR Application

The following copy of the application for a Commercial Vehicle Operator's Registration (CVOR) Certificate / Change of Information is provided for reference purposes only. This copy is accurate to the time of publication of this guideline. Subsequent revisions to this guideline will include updates to this form.

appendix m - cvor application

Ministry of Transportation
Ministère des Transports
Ontario

Commercial Vehicle Operator's Registration Certificate - Application / Change of Information

Certificat d'immatriculation d'utilisateur de véhicule utilitaire (UVU) Demande / Changement de renseignements

Send Application to: MTO, Carrier Sanctions & Investigation Office, 301 St. Paul St., 3rd floor, St. Catharines, On L2R 7R4

Adressez la demande au : *MTO, Bureau des sanctions et des enquêtes concernant les transporteurs, 301, rue St. Paul, 3ᵉ étage,*
St. Catharines (Ontario) L2R 7R4

1. Application for / *Demande :*

☐ Original Registration / *d'immatriculation initiale*

☐ Replacement of CVOR Certificate (include fee) / *de remplacement du certificat d'immatriculation UVU (accompagnée des droits)*

Correction or Change of Information / *de changement de renseignements* ▷
☐ Name / *Nom*
☐ Corporate Officer / *Agent de l'entreprise*
☐ Address / *Adresse*
☐ No. of C.M.V. / *Nᵇʳᵉ de véh. util.*

2. Applicant Information / *Renseignements sur l'auteur de la demande*

Describe Individual, Company or Joint Members of Registration. (If joint, please provide all driver's licence numbers in Section 5.) / *Indiquez le nom de la personne, de l'entreprise ou de toutes les personnes visées s'il s'agit d'une immatriculation conjointe (dans ce cas, inscrivez le numéro de permis de conduire de toutes les personnes dans la section 5.)*

C.V.O.R. No. or Registrant Identification No. / Ont. Driver's Licence No. / *Nº d'immatriculation UVU ou nº d'identification du conducteur / Nº du permis de conduire de l'Ontario*

For New Individual Applicant Only / *Réservé aux personnes qui présentent une première demande individuelle* ▷ Sex / *Sexe* — Date of Birth / *Date de naissance* Y/A M D/J

Last Name, First Name or Company Name (per Articles of Incorporation) / *Nom de famille, prénom ou raison sociale (conformément aux statuts constitutifs)*

Complete address sections only if new applicant or address changed. / *Les sections concernant l'adresse sont réservées aux personnes qui présentent une première demande et aux changements d'adresse.*

Head Office Address - Street No. & Name or Lot, Con., Twp. / *Adresse du siège social - Nº et rue ou lot, conc., canton*

City, Town, Village / *Ville, village* — Province / State / *Province, État* — Postal Code / *Code postal*

Mailing Address - Street No. & Name, P.O. Box No., R.R. No. or Lot, Con., Twp / *Adresse postale - Nº et rue, C.P., R.R. ou lot, conc., canton*

City, Town, Village / *Ville, village* — Province / State / *Province, État* — Postal Code / *Code postal*

Ministry Use Only
Réservé au ministère

R.I.N.

Registration Type — I - Individual, J - Joint, C - Company or Other

Office No. — Op. No.

Issue Date Y M D

Certificate No.

Fees:

Op. No.

Deposit Date Y M D

Replacement Fee (included) ☐ Cash ☐ Cheque

☐ Credit Card ☐ Money Order ☐ Other

Fee Collected $

3. Company Information ***Attach portion of the Articles of Incorporation / Letters Patent showing the legal name**
Renseignements sur l'entreprise ***Joignez la section des statuts constitutifs / lettres patentes où figure la raison sociale.***

Name of Contact for this Application / *Personne-ressource* — Position in the Company / *Poste au sein de l'entreprise* — Telephone No. / *Nº de téléphone*

4a) Corporate Officer / Joint Information / *Agent de l'entreprise / Personnes visées par l'immatriculation conjointe*

If there is no Ontario Driver's Licence No., enter the home address. If Joint Member, provide date of birth.
En l'absence du nº de permis de conduire de l'Ontario, inscrivez l'adresse de domicile. Dans le cas d'une immatriculation conjointe, indiquez la date de naissance de toutes les personnes visées.

Check the box against the individual to whose attention all official correspondence is to be sent. / *Cochez la case de la personne à qui seront envoyés les documents officiels.* ▽

Ont. Driver's Licence No. / *Nº du permis de conduire de l'Ontario* — Last Name, First Name / *Nom de famille, prénom* — Date of Birth / *Date de naissance* Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *Nº et rue ou lot, conc., canton, nº d'app., ville, village, province / État* — Postal Code / *Code postal* — Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *Nº du permis de conduire de l'Ontario* — Last Name, First Name / *Nom de famille, prénom* — Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *Nº et rue ou lot, conc., canton, nº d'app., ville, village, province / État* — Postal Code / *Code postal* — Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *Nº du permis de conduire de l'Ontario* — Last Name, First Name / *Nom de famille, prénom* — Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *Nº et rue ou lot, conc., canton, nº d'app., ville, village, province / État* — Postal Code / *Code postal* — Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *Nº du permis de conduire de l'Ontario* — Last Name, First Name / *Nom de famille, prénom* — Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *Nº et rue ou lot, conc., canton, nº d'app., ville, village, province / État* — Postal Code / *Code postal* — Position within the Company / *Poste au sein de l'entreprise*

If insufficient space, include attachments. / *Si vous manquez d'espace, inscrivez les renseignements sur une feuille séparée.*

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4b) Directors / *Directeurs*

Check the box against the individual to whose attention all official correspondence is to be sent. / *Cochez la case de la personne à qui seront envoyés les documents officiels.*

If there is no Ontario Driver's Licence, enter the home address.
En l'absence du nº de permis de conduire de l'Ontario, inscrivez l'adresse de domicile.

Date of Birth / *Date de naissance*

Ont. Driver's Licence No. / *N° du permis de conduire de l'Ontario* | Last Name, First Name / *Nom de famille, prénom* | Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *N° et rue ou lot, conc., canton, nº d'app., ville, village, province / État* | Postal Code / *Code postal* | Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *N° du permis de conduire de l'Ontario* | Last Name, First Name / *Nom de famille, prénom* | Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *N° et rue ou lot, conc., canton, nº d'app., ville, village, province / État* | Postal Code / *Code postal* | Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *N° du permis de conduire de l'Ontario* | Last Name, First Name / *Nom de famille, prénom* | Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *N° et rue ou lot, conc., canton, nº d'app., ville, village, province / État* | Postal Code / *Code postal* | Position within the Company / *Poste au sein de l'entreprise*

If insufficient space, include attachments. / *Si vous manquez d'espace, inscrivez les renseignements sur une feuille séparée.*

4c) Shareholders / *Actionnaires*

Check the box against the individual to whose attention all official correspondence is to be sent. / *Cochez la case de la personne à qui seront envoyés les documents officiels.*

If there is no Ontario Driver's Licence, enter the home address.
En l'absence du nº de permis de conduire de l'Ontario, inscrivez l'adresse de domicile.

Date of Birth / *Date de naissance*

Ont. Driver's Licence No. / *N° du permis de conduire de l'Ontario* | Last Name, First Name / *Nom de famille, prénom* | Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *N° et rue ou lot, conc., canton, nº d'app., ville, village, province / État* | Postal Code / *Code postal* | Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *N° du permis de conduire de l'Ontario* | Last Name, First Name / *Nom de famille, prénom* | Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *N° et rue ou lot, conc., canton, nº d'app., ville, village, province / État* | Postal Code / *Code postal* | Position within the Company / *Poste au sein de l'entreprise*

Ont. Driver's Licence No. / *N° du permis de conduire de l'Ontario* | Last Name, First Name / *Nom de famille, prénom* | Y/A M D/J ☐
Street No. & Name or Lot, Con., Twp., Apt. No., City, Town, Village, Prov./State / *N° et rue ou lot, conc., canton, nº d'app., ville, village, province / État* | Postal Code / *Code postal* | Position within the Company / *Poste au sein de l'entreprise*

If insufficient space, include attachments. / *Si vous manquez d'espace, inscrivez les renseignements sur une feuille séparée.*

5. Are you a: / ***Êtes-vous*** : ☐ Private Carrier / *un transporteur privé* ☐ For - Hire Carrier / *une entreprise de location de services de transport* ☐ Owner-Operator / *un propriétaire-exploitant*

6. **Number of Commercial Motor Vehicles (C.M.V.) that will operate in Ontario** which have a Gross Weight or Registered Gross Weight over 4500 kg OR the number of buses with a seating capacity over 10 (do not include trailers). / ***Nombre de véhicules utilitaires (V.U.) qui seront utilisés*** *en Ontario et dont le poids brut ou le poids brut enregistré dépasse 4 500 kg OU nombre d'autobus dont le nombre de places assises dépasse 10 (n'incluez pas les remorques).*

Owned / *En propriété* ____ + Leased/Rented / *En location* ____ + Owner - Operator / *Propriétaire-exploitant* ____ = Total ____

7a) What amount of travel and percentage of travel, as declared in the Total in Section 6, is:
Kilométrage effectué et pourcentage de la distance parcourue par l'ensemble des véhicules indiqués à la section 6 :

1. Within Ontario: / *en Ontario :* # km / *nbre de km* ________ % ________ Travelled per Year / *par année*
2. Outside Ontario: / *à l'extérieur de l'Ontario :* # km / *nbre de km* ________ % ________ Travelled per Year / *par année*

b) Out of the number of km travelled per year within Ontario, from Section 7a, what amount is:
Pourcentage du kilométrage annuel effectué en Ontario, selon la section 7a :

Urban (City) / *en milieu urbain (en ville)* ________ %
Non-Urban (Highway) / *en milieu non urbain (sur la route)* ________ %

8. How many of the declared Total vehicles in Section 6 operate for more than one (1) driving shift in 24 hours on a regular basis?
Sur le nombre total de véhicules indiqués à la section 6, combien sont utilisés régulièrement pendant plus d'un (1) quart de travail par 24 heures?

# of Vehicles / *Nbre de véhicules* ________
Team/Slip Seated Drivers / *Nbre d'équipes/de groupes de 2 conducteurs* ________
Total # of Drivers that drive in Ontario under your CVOR / *Nbre de personnes qui conduisent en Ontario en vertu de votre immatriculation UVU* ________

9. Commodity / *Marchandises*

Please check the major commodity transported: / *Cochez la principale marchandise transportée :*

☐ General Freight *Marchandises générales*	☐ Steel/Iron *Acier/Fer*	☐ Aggregate *Agrégats*	☐ Waste *Déchets*
☐ Heavy Equipment *Matériel lourd*	☐ Bulk Liquid *Vrac liquide*	☐ Lumber/Logs *Bois d'oeuvre/Billes de sciage*	☐ Passengers *Passagers*
☐ Perishable *Marchandises périssables*	☐ Excavation *Matériaux de déblai*	☐ Bulk Dry *Vrac sec*	

Do you carry DANGEROUS GOODS? ☐ Yes ☐ No
Transportez-vous des MATIÈRES DANGEREUSES? *Oui* *Non*

10. Are you currently: / *Êtes-vous :*

	Yes *Oui*	No *Non*
a) A Recognized Authority (authorization to test own employees for driver's licence)? / *une autorité reconnue (vous êtes autorisé à faire passer des examens à vos employés pour l'obtention d'un permis de conduire)?*	☐	☐
b) Authorized to inspect your own vehicles for mechanical fitness? / *autorisé à inspecter vos propres véhicules pour attester de leur état mécanique?*	☐	☐

If yes, provide M.V.I.S. # or Authorization # and Jurisdiction / *Dans l'affirmative, indiquez le nº de CIVA ou le nº d'autorisation et le territoire de compétences.* ______________________

11. When a commercial motor vehicle is operated under the authority of your CVOR certificate, you are responsible for duties imposed under various provisions of the following statutes and regulations made thereunder:

Highway Traffic Act;
Truck Transportation Act;
Dangerous Goods Transportation Act;
Environmental Protection Act;
Fuel Tax Act;
Criminal Code (Canada);
Canada Labour Code;
Public Vehicles Act;
Transportation of Dangerous Goods Act 1992 (Canada);
Compulsory Automobile Insurance Act;
Employment Standards Act;
Motor Vehicle Transport Act, 1987 (Canada);
Liquor Control Act.

Repeated violations of the above may result in a fleet limitation, suspension or cancellation of the CVOR certificate, plates/permits and/or Operating Licence.

It is an offence to operate a commercial motor vehicle as defined in Section 16 of the Highway Traffic Act in Ontario except under the authority of a valid CVOR certificate.

Si un véhicule utilitaire est utilisé en vertu de votre certificat d'immatriculation UVU, vous êtes responsable des droits perçus aux termes des diverses dispositions des lois suivantes et de leurs règlements d'application :

Code de la route
Loi sur le camionnage
Loi sur le transport de matières dangereuses
Loi sur la protection de l'environnement
Loi de la taxe sur les carburants
Code criminel du Canada
Code canadien du travail
Loi sur les véhicules de transport en commun
Loi de 1992 sur le transport des marchandises dangereuses (Canada)
Loi sur l'assurance-automobile obligatoire
Loi sur les normes d'emploi
Loi de 1987 sur les transports routiers (Canada)
Loi sur les alcools

Des infractions réitérées aux lois et aux règlements susmentionnés peuvent entrainer l'imposition d'une limite de parc ou la suspension ou l'annulation du certificat d'immatriculation UVU, des plaques, des permis et/ou du permis d'exploitation.

Constitue une infraction le fait d'utiliser un véhicule utilitaire tel que défini à l'article 16 du Code de la route en Ontario, à moins d'être titulaire d'un certificat d'immatriculation UVU valide.

12. Declaration The applicant certifies that the information contained in this application is true and acknowledges and accepts the responsibilities imposed by law on the applicant in relation to the operation of a commercial motor vehicle under the authority of the CVOR certificate to be issued pursuant to this application:

Attestation *L'auteur de la demande atteste que les renseignements donnés à l'appui de cette demande sont exacts et reconnaît et accepte les responsabilités qui lui sont imposées par la loi en ce qui concerne l'utilisation d'un véhicule utilitaire en vertu d'un certificat d'immatriculation UVU délivré à la suite de cette demande.*

Please print authorized name.
Nom du signataire autorisé (en lettres moulées)
____

Position / *Titre*
____

Authorized Signature / *Signature autorisée*
____

Date Y/A M D/J

Information in this form is collected under the authority of the Highway Traffic Act and is used to evaluate eligibility to obtain and hold a Commercial Vehicle Operator's Registration certificate. Direct enquiries to: MTO, Carrier Sanctions & Investigation Office, CVOR Section, 301 St. Paul St., 3rd floor, St. Catharines, On L2R 7R4 (905) 704-2500 or 1 800 387-7736.

Les renseignements figurant sur cette formule sont recueillis aux termes du Code de la route et servent à déterminer si l'auteur de la demande est apte à obtenir et à conserver un certificat d'immatriculation d'utilisateur de véhicule utilitaire. Pour tout renseignement, adressez-vous au : MTO, Bureau des sanctions et des enquêtes concernant les transporteurs, Section des certificats d'immatriculation UVU, 301, rue St. Paul, 3ᵉ étage, St. Catharines (Ontario) L2R 7R4, (905) 704-2500 ou 1 800 387-7736.

SR-LH-106 http://www.mto.gov.on.ca 98-09

CVOR Application Instructions

1. Check applicable box that describes the reason for the application.

2. Provide the applicant information. Name: If the applicant is a company, the exact company name is required along with a copy of the Articles of Incorporation/Letters Patent; if individual and Ontario resident, provide complete name and Ontario driver's licence number; if individual and non-Ontario resident, provide complete name; if joint members, provide complete names of all members and an Ontario driver's licence number for each, if applicable.

   Address: Provide the physical address of the head office. P.O. Box numbers are not acceptable.

3. Provide the name, telephone and fax number of a contact person to whom queries may be directed. If the applicant is a company, a copy of the Articles of Incorporation/Letters Patent showing the legal name is required.

4a. If applicant is a company, provide the corporate officer's name(s), date(s) of birth and home address(es). If the corporate officer is an Ontario resident, provide the Ontario driver's licence number. Ensure that an individual is identified to receive official correspondence.

4b. If applicant is a company, provide the director's name(s), date(s) of birth and home address(es). If the director is an Ontario resident, provide the Ontario driver's licence number. Ensure that an individual is identified to receive official correspondence, if a selection was not made in 4a.

4c If applicant is a company, provide the shareholder's name(s), date(s) of birth and home addresses(es). If the shareholder is an Ontario resident, provide the Ontario driver's licence number. Ensure that an individual is identified to receive official correspondence, if a selection was not made in 4a or 4b.

5. Check the applicable box to describe your operation. Private: transporting your own goods; For-Hire: transporting other's goods for compensation; Owner-Operator: one who operates under contract/agreement with another CVOR operator. If you are an Owner-Operator, do not complete Sections 7 and 8.

6. Of your total North American fleet (truck: gross weight or registered gross weight over 4500 kg; bus; seating capacity more than 10; do not include trailers), how many travel in Ontario? Record the number(s) in the appropriate sections and add them up to provide the total. Owned: the number of vehicle you own + Leased/Rented: the number of vehicles you lease or rent + Owner/Operator: the number of owner-operators that operate under your CVOR (Do not complete this area if you are an owner-operator since you have already self identified in Section 5. You must still provide the owned or leased/rented information.) = Total.

7a. Of the Total vehicles in Section 6, provide the kilometres travelled Within Ontario and Outside Ontario (1 mile = 1.609 km). Using the Total kilometres travelled Within Ontario and Outside Ontario, provide the percentage of travel. The following provides the calculation for the percentages:

   # km travelled Within Ontario + # km travelled Outside Ontario = Total Kilometres
   # km travelled Within Ontario ÷ Total Kilometres X 100 = % Within Ontario
   # km travelled Outside Ontario ÷ Total Kilometres X 100 = % Outside Ontario

   Note: When added together, the percentage calculated for Within and Outside Ontario should equal 100%

7b. Based on the number of kilometres travelled per year within Ontario (Section 7a), what is the percentage travelled within Urban (city travel) and Non-urban (highway travel)?

8. The number of vehicles that operate for more than one (1) shift per day (24hours) on a regular basis must be provided. Indicate the number of vehicles, team/slip seated drivers (2 drivers) and the total number of drivers who drive in Ontario from the Total vehicles in Section 6.

   Note: Vehicles are not considered double shifted unless they are operated by a team or slip seating (2 drivers)

9. Check the box that best describes the major commodity that is transported. Check the box that describes if dangerous goods are carried (Yes or No).

10. i) Check Yes or No if you are a Recognized Authority. This authority allows for the testing of your own employees for their driver's licence (i.e. testing for issuance of a classified driver's licence).

    ii) Check Yes or No if you are authorized to inspect your own vehicles for certification of mechanical fitness (i.e. inspecting vehicles and issuing Annual Inspection Stickers). If yes, provide your Motor Vehicle Inspection Station Number or Authorization Number and jurisdiction.

11. Information on relevant Acts and supporting Regulations.

12. Print the authorized name and position of the person signing this application. The authorized signature must be the same name as is printed. Provide the date the application was signed.